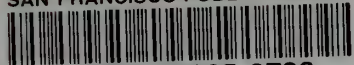


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**January 9, 2007 (Special Meeting)**

FIRE COMMISSION SPECIAL MEETING

Tuesday, January 9, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

Commissioner Clem Clarke, Hearing Officer

2. CASE NO. 06-9: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT

On August 24, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Dustin Ruff with misconduct and violation of Department Rules and Regulations as follows:

- Section 3911 - Altercations
- Section 3915 - Proper Behavior
- Section 3919 - Unacceptable Language
- Section 3920 - Violence
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Workplace Violence Guidelines

DOCUMENTS DEPT.

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This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the complaint and whether to hold the hearing in closed session

- B. Decision by Hearing Officer on whether to hold the hearing in closed session**
- C. Hearing on complaint (in open or closed session per the Hearing Officer's decision)**
- D. If closed session is held, reconvene in open session**
- 3. ADJOURNMENT**

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-01

FIRE COMMISSION REGULAR MEETING
Thursday – January 11, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

DOCUMENTS DEPT.

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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01-08-00007: JH WELN

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meeting of December 14, 2006 and Special Meetings of December 14, 3:00 PM and December 14, 4:00 PM

Action to be taken: Approval of the minutes

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
December 7, 2006 through January 5, 2007

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

December 7, 2006 through January 5, 2007

1. From Mark Johnson, suggesting a resolution to the fire scene exercise complaints, which were part of the recent H30 Captain Examination. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
2. From Judy Irwin-Cunningham, Veterinary Nurse, UCSF, praising the value of the NERT program and thanking the Commission for supporting it. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

5. STATEMENT OF INCOMPATIBLE ACTIVITIES [ACTION]

Submitting Statement of Incompatible Activities for the San Francisco Fire Commission and Fire Department as requested by the Ethics Commissions under the provision of San Francisco Campaign & Governmental Conduct Section 3.218

Action to be taken: Approval of Statement of Incompatible Activities

6. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, updates on Divisions within the Department, including Administration, Operations, and EMS Reconfiguration.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period December 13, 2006, through January 9, 2007.

REPORT ON FY 2007-08 OPERATING BUDGET AND DISCUSSION OF 2007-08 CAPITAL BUDGET

Gary P. Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

PERSONNEL REPORTS

A. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during November and December, 2006.

B. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, November 18 through December 1, 2006.

C. Appointments

Reporting the following PROBATIONARY appointment effective *DECEMBER 18, 2006*:

H3 Firefighter/Paramedic (reappointment)

Dale Carnes (vice: New position)

Reporting the following PROBATIONARY appointment effective *DECEMBER 18, 2006*:

5215 Fire Protection Engineer

Jon Corbett (vice: New position)

Reporting the following PROVISIONAL appointment effective *DECEMBER 18, 2006*:

1844 Senior Management Assistant

Christina Thomas (vice: New position)

D. Retirement

Communication received from Retirement Board indicating the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Lee, James J.	H39 Captain, DOT	Service	Nov. 16, 2006

(Retirement Certificate will be presented at Fire Commission Meeting of February 22, 2007)

E. Resignation

Reporting resignation of Mark Corso, 1820 Junior Administrative Analyst, effective close of business December 31, 2006. (Resigned in order to accept a permanent promotional appointment as 1823 Senior Administrative Analyst.)

F. Report of Death

Reporting, with regret, the death of Arvid Havneras, H120 Pilot, Fireboat. Arvid Havneras died on December 18, 2006.

G. Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Meneses, Ferdinand	H2 FF	11-19-06	375	CA Air Nat'l Gd.	Attend Active
SSGT		thru	(approx.)	Sheppard AFB,	Duty Training
		10-01-07		TX	

(Note: FF Meneses is entitled to 30 days of military pay, after which, he should receive supplementation of military pay benefit in accordance with Section 2.3 of the Annual Salary Ordinance)

7. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-01

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – January 11, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:05 p.m.

Item No.

1. ON ROLL CALL, the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke (Excused 7:40 p.m.)
Commissioner George Lau
Commissioner Victor Makras

Joanne M. Hayes-White
Richard E. Kochevar
Gary P. Massetani

Chief of Department
Deputy Chief, Operations
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly
Peter Howes
Barbara A. Schultheis
Lorrie A. Kalos
Thomas A. Siragusa
Robert Navarro

Division of Airports
Division of Emergency Medical Services
Division of Fire Prevention and Investigation
Division of Support Services
Division of Training
Division of Homeland Security

Chief Officers – Firefighting Services:

Audry Lee
Douglas L. Goodin

Division 2
Division 3 (Acting)

EMS Officers:

James M. Fazackerley

Section Chief, Operations

DOCUMENTS DEPT.

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2. PUBLIC COMMENT

Edie Shaffer, a long-time NERT volunteer and member of the NERT Advisory Board, wished to provide input for the FY 2007-08 budget. She pointed out the tremendous growth that NERT experienced over the past two years and hoped that the growth could be sustained and that the NERT program will be funded at a level that will allow continued growth. She hoped that the Commission would also consider funding a full-time permanent staff member for the office.

Lynn Jaklevich, echoed Ms. Shaffer's comment and stated that it was NERT's goal to have everyone trained throughout the city. Even though 15,000 people have been trained over 15 years, she pointed out that this was only one half percent of the population.

Frank Kelly, Secretary, San Francisco Firefighters Local 798, read a prepared statement addressed to Chief Hayes-White: *The membership of Local 798 is requesting a postponement of the retesting for the H30 promotional examination until the investigation and allegations surrounding the key committee and candidates who may have benefited are complete and the results of the investigation are made public.*

3. APPROVAL OF THE MINUTES [Action]

Regular Meeting of December 14, 2006, and Special Meetings of December 14, 2006 (3:00 p.m.), and December 14, 2006 (4:00 p.m.).

The Minutes were not ready for approval.

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (December 7, 2006, through January 5, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Mark Johnson, suggesting a resolution to the fire scene exercise complaints, which were part of the recent H30 Captain Examination. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
2. From Judy Irwin-Cunningham, Veterinary Nurse, UCSF, praising the value of the NERT program and thanking the Commission for supporting it. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

There was no public comment.

5. STATEMENT OF INCOMPATIBLE ACTIVITIES [Action]

Submitting Statement of Incompatible Activities for the San Francisco Fire Commission and Fire Department as requested by the Ethics Commission under the provision of San Francisco Campaign & Governmental Conduct Section 3.218.

There was a discussion of the progress of the drafting of the Statement of Incompatible Activities, including the fact that the Department is still working on further revisions. The matter was continued to the Regular Meeting of January 25, 2007

6. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, updates on Divisions within the Department, including Administration, Operations, and the EMS Reconfiguration.

Chief Hayes-White presented the report.

Performance Measures – On December 7, 2007, Chief Hayes-White met with Supervisor Daly to review performance measures for the Department as he had requested. The meeting went well and she acknowledged the efforts of Deputy Chief Massetani and Chief Financial Officer Julia Dawson in preparing her for the presentation.

EMS Reconfiguration – New hires are being matched with retirements, with the Department planning to hire an additional 24 to 30 H3 Level 2 Paramedics to remain in line with the phased implementation of the EMS Reconfiguration.

Urban Area Security Initiative Federal Funding

The Department now holds one of the two votes allotted to the City and County of San Francisco out of a regional vote total of six. The Department vote will be exercised by Deputy Chief Massetani, with the other vote cast by Laura Philips, Executive Director, of the Office of Emergency Management.

H30 Captain Examination – The Department administered the report writing component on November 28th and the Human Relations component on December 16th and 17th. The Department is continuing to work with Dr. Bruce Topp in finding a resolution to the first phase of the examination.

Discussion ensued regarding the H30 Captain examination. Commissioners wished further clarification and details about the examination. It was understood that the Department was considering some type of remedy which would entail all of the previous candidates retaking the examination. Chief Hayes-White responded to their questions and informed them that the Department is working with the Department of Human Resources in considering various alternatives and options to ensure a fair and equitable remedy. Chief Hayes-White believed that a re-test would be the best solution due to the low audio level of the tape and a potential security breach thereby compromising the examination.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period December 13, 2006 through January 9, 21007. There had been three Greater Alarms and 23 working fires. The greater alarm fires resulted in: a total loss of \$1,673,000 with (1) \$1,418,000 in property damage; (2) \$125,000 in content damage; (3) \$105,000 in exposure property damage; (4) \$25,000 in exposure content damage; (5) no civilians injured; (6) no firefighters injured; and (7) one person was displaced.

BART Station Drill – on November 19th Battalion 2, Engine36/HazMat 1, Rescue 2 and six members of the 95th Civil Support Team conducted a drill at the platform level of the Embarcadero BART Station. Members donned Level "A" suits (fully encapsulated suits with self-contained breathing apparatus) and simulated an unknown chemical release response.

OES 248 Strike Team - one officer and three firefighters were requested on December 4th by OES Region 2 to be part of a strike team from Marin County in response to a vegetation fire in

Southern California.

Special Operations – activities primarily consisted of attending specialized training, setting up schedules and logistics to send 24 members to the Advanced Technical Search Class at NASA Ames, representing the Department at OES State Regional Task Force and continuing to work on development and implementation for air monitoring at emergency scenes.

Fire Prevention and Investigation –normal activities included building inspections, plan review, permit issuance and code enforcement as well as (1) hiring of a 5215 Fire Protection Engineer; (2) start of implementation of the Senior Home Safety Grant Program with presentations given to 400 to 500 seniors about smoke detector installation and home safety evaluations; (3) BFI to start developing better methods of statistical analysis in relation to fire cause; and (4) ongoing fee and personnel study to evaluate staffing levels in an effort to increase staffing and improve BFP efficiency.

In closing, Chief Kochevar noted that an Activity Summary for the Fire Department's operations at the San Francisco International Airport was attached to his report.

Prior to Chief Kochevar's report, President Conroy noticed Captain Jim Connors, Training Captain, Division of Training, in the audience and asked him to provide some remarks, since it was his last day before retirement. Chief Hayes-White added that Captain Connors' retirement will be a great loss to the Department.

Captain Connors stated that he had not given much thought to his retirement until it all of a sudden hit him. He realized how much he will miss everyone that he has worked with, and added that there are many dedicated people in the department who support it and there are people who have given their hearts and souls to it. He also valued the support the Commission has provided to the Department and the interest they take in the welfare of the membership. He hoped that the three tests - Captain's, Battalions Chief's and Lieutenant's - go forward quickly since the Department needs people in positions of responsibility and authority so it can move forward.

REPORT ON 2007-08 OPERATING BUDGET

Julia Dawson, Chief Financial Officer, reviewed the FY 2007-08 budget instructions provided by the Mayor's Office to all departments: (1) Reduce baseline budget by \$1,264,105, or 3%, of current General Fund support monies; (2) propose equipment with a value not to exceed \$1,964,445; and (3) can propose one-time efficiency projects with demonstrated cost savings or revenue increases; requests may cross over departments according to policy clusters.

Ms. Dawson noted that Department revenues are forecast at \$60,066,517 or 7% lower than in FY 2006-07. She explained that the Department has a variety of revenues: (1) a sales tax allocation from the State; (2) revenues from fees and permits in the Bureau of Fire Prevention; (3) a variety of small revenues from Support Services, Division of Training and facilities rentals; and (4) ambulance fee revenues, these being the most significant.

Ms. Dawson pointed out that in terms of expenditures, the Department's budget is driven by labor costs which are 93% of the total operating budget, with direct salaries at 81%, fringe benefits at 12%. She pointed out some upcoming major expenses in the coming fiscal year, namely, two large-scale promotional examinations and expenditures of \$684,000 or more for uniforms and additional expenses for replacement of PPEs (Personal Protective Equipment).

In closing, Ms. Dawson stated that the Department has been given a budget target \$241 million and at this time is taking into consideration a shortfall of \$1.6 million.

Discussion ensued with Commissioners asking questions and Ms. Dawson and Chief Massetani responding.

Commissioner Nakajo wished clarification regarding the \$1.9 million equipment request and whether it was a new money request. Ms. Dawson responded that the Department has always put in some type of equipment request. Usually, the Department has requested vehicles but at times it has been information technology equipment and even exercise equipment, with anything over \$10,000 qualifying.

Commissioner Nakajo noted that the Department has been accused by the Finance Committee of the Board of Supervisors of high labor costs. He wondered how it compared to the Police and Sheriff's Departments. Chief Massetani responded that the industry standard for the fire service is well over 90% or a higher budget percentage for salary and fringe benefits. This also holds true for the rest of the public safety sector across of the United States.

Chief Hayes-White added that the Department plans to meet with the members of the Finance Committee and articulate some of its needs for administrative positions, as well as for re-establishing its public education component, for which funding has been lost over the years. The NERT program needs line item funding, instead of being solely supported by grant funding. It has proven itself as an outstanding and much-needed program for disaster preparedness.

Commissioner Lau wished clarification on the EMS revenue projection. He did not wish the Department to underestimate since there is a direct correlation between revenue and expenditure, and an overly conservative revenue number will yield lower numbers on the expenditure side. Ms. Dawson responded that she is very much aware of the delicate balance and wishes to be prudent in her forecasting and not overestimate as had previously occurred.

Commissioner Makras was interested in the time-and-motion study, to which Ms. Dawson had referred, that she was conducting for the Bureau of Fire Prevention and why it was necessary since revenue had almost doubled in a year. Ms Dawson responded that she did not know what time studies had been conducted, if any, and what the model that she had inherited was based on. Commissioner Makras asked Ms. Dawson if she could provide her current analysis and then submit her time studies based plan in order for the Commission to compare the differences. Ms. Dawson responded that she could provide the previous cost allocation and show the Commission her recommendation and the details on which it is based. She does not have the basis for the past cost allocation nor any time studies.

Commissioner Makras noted that permit fees are up 109%, high-rise annual inspection fees are up 80% and construction inspection fees are up 121%. He assumed that the Department's revenues in this area should be up by 100%. Ms. Dawson responded that the Department does not have a 100% more money but only 20% – 25% over anticipated revenue. She reiterated that she did not know whether the cost allocation was reasonable and whether the whole fee structure needed re-examination so that all of the programs in the Bureau of Fire Prevention are in balance.

Commissioner Conroy wished to proceed to the review of the Capital Budget. Prior to that, he wished to know the status of the following items that had been under discussion: (1) the age of the frontline engines and trucks and whether they were in compliance with NFPA (National Fire Protection Association) national guidelines; Chief Massetani responded that the Department is in the process of developing a replacement plan, with an analysis of all vehicles, and will

provide it to the Commission at the January 25th meeting; (2) whether the Department had budgeted the Department Physician at a higher salary; Chief Hayes-White responded in the affirmative; (3) a General Order about new safety equipment; Chief Massetani responded that it referred to goggles being now part of everyone's PPE; (4) whether the Exam Unit will be incorporated into the Department of Human Resources (DHR); Chief Massetani responded that DHR had wanted this for some time and recently the Police Department transferred all of its personnel examinations to DHR. Chief Hayes-White added that Exam Unit personnel support the Department in other HR-related activities besides examinations and that need would have to be examined.

DISCUSSION OF 2007-08 CAPITAL BUDGET

Ms. Dawson stated that preliminary figures that she has for facilities maintenance is \$400,000 and that she believed it to be separate from facilities renewal at \$997,000. This would provide the Department with \$1.4 million which still falls far short of the \$8 million needed over the next four years to catch up with deferred maintenance.

Commissioner Conroy wished to know what the Department submitted for capital expenditures and why was the Department settling for one million when it needed eight. Chief Massetani responded that even though the Department requested \$8 million from the Mayor's Budget Office, previously the Department had only been allotted \$400,000 and just this year \$1 million was added for facilities renewal.

Discussion ensued regarding the best way of presenting the information in order to accurately reflect the needs of the Department in this area.

Commissioner Makras suggested that the Department develop a model, similar to the one being developed for the Bureau of Fire Prevention, which provides a detailed analysis of the maintenance needs of the Department's fire houses and other facilities. He did not wish to see capital projects run in a crisis reaction mode, which seems to be the case for Station 35.

Chief Massetani responded that the level of detail that Commissioner Makras referred to has already been submitted for each facility to Gary Hoyt of the Capital Improvement Plan. His program developed the spreadsheets that indicate exactly what is needed and at what cost for each station at a total cost over \$22 million.

Commissioner Makras recommended that the Department proceed with a clear and accurate review of its needs in order to get proper, or even increased funding, and lay out a good maintenance program that could be used by the Capital Projects Department as a model for other departments.

Commissioner Conroy agreed with Commissioner Makras and noted that if a careful and informed analysis by the Department indicates that \$8 million is required to properly maintain facilities to protect the people and property of San Francisco, this is what should be communicated to the Mayor's Office and the Board of Supervisors. Commissioners agreed that the request should be a true reflection of the Department's needs and that it should be a model maintenance and replacement program. Commissioner Conroy summarized that the Commissioners would like the Department to communicate to the Mayor's Budget Office, that upon analysis of not only the Department's but also of Capital Committee's forecasts, that \$8.4 million is required in the upcoming budget year for this expenditure. Chief Massetani and Ms. Dawson responded that the Department understands the Commissioners' requests and she plans to incorporate them and forward them to the Capital Committee.

PUBLIC COMMENT

Brendan O'Leary, Director, San Francisco Firefighters Local 798, referred to the H30 Captain examination and the meeting that took place regarding it. Mr. O'Leary, speaking for the union, did not understand why a retesting would be necessary if the investigation determines that no breach occurred between the key committee and candidates taking the test. If a breach occurred, it should be made known to all candidates and members of the Department, since it is a serious matter and retesting should proceed.

Larry Bradshaw, Paramedic Chapter President, SEIU, Local 790, voiced his concern about the high turnover, close to 6%, in the H3 Level 2 Paramedics in the first year of the EMS Reconfiguration. One explanation that Mr. Bradshaw offered was that the ambulance service tier was being used as a stepping stone into the fire service. The other problem is that compensation for entry level firefighters is at least 12% higher than that of a single function paramedic.

PERSONNEL REPORTS

a. Division of Fire Prevention & Investigation
Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during November and December, 2006.

b. Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, November 18 through December 1, 2006.

c. Appointments
Reporting the following PROBATIONARY appointment effective *DECEMBER 18, 2006*:

H3 Firefighter/Paramedic

Dale Carnes (vice: New Position)

Reporting the following PROBATIONARY appointment effective *DECEMBER 18, 2006*:

5215 Fire Protection Engineer

Jon Corbett (vice: New Position)

Reporting the following PROVISIONAL appointment effective *DECEMBER 18, 2006*:

1844 Senior Management Assistant

Christina Thomas (vice: New Position)

d. Retirement
Communication received from Retirement Board indicating the following member has retired:

Name	Rank	Type	Retirement Date
Lee, James J.	H39 Captain, DOT	Service	Nov. 16, 2006

(Retirement Certificate will be presented at Fire Commission Meeting of February 22, 2007)

e. Resignation
Reporting resignation of Mark Corso, 1820 Junior Administrative Analyst, effective close of

business December 31, 2006. (Resigned in order to accept a permanent promotional appointment as 1823 Senior Administrative Analyst.)

f. Report of Death

Reporting, with regret, the death of Arvid Havneras, H120 Pilot, Fireboat. Arvid Havneras died on December 18, 2006.

g. Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	Rank	Dates	Days	Military Organization	Purpose
Meneses, Ferdinand	H2 FF	11-19-06	300	CA Air Nat'l Gd.	Attend Active
SSGT		thru	(approx.)	Sheppard AFB,	Duty Training
		10-01-07		TX	

(Note: FF Meneses is entitled to 30 days of military pay, after which, he should receive supplementation of military pay benefit in accordance with Section 2.3 of the Annual Salary Ordinance)

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

7. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:35 p.m. by President Conroy in memory and honor of Arvid Havneras and Alison Greene, both former members of the Fire Department.

Tania Bauer
Secretary

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-03

FIRE COMMISSION REGULAR MEETING
Thursday – January 25, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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2. RETIREMENT CERTIFICATE *[Discussion]*

Reporting Award of Honorable Service to the following member:

	<i>Type of Retirement</i>	<i>Years of Service</i>	<i>Retirement Date</i>
Lieutenant Donald Russo	Service	29	Nov. 18, 2006

3. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

4. APPROVAL OF THE MINUTES *[Action]*

Regular Meetings of December 14, 2006, and January 11, 2007, and Special Meetings of December 14, 2006 (3:00 p.m.), and December 14, 2006 (4:00 p.m.).

Action to be taken: Approval of the minutes

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(January 5, 2007, through January 18, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From James Corrigan, requesting that the Commission respond to him again since he believes this to be a matter of fire safety and the first response he received was not satisfactory. Mr. Corrigan was concerned about apparatus being out of their first response area. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Bill Wickliffe, past member of Station 35, asking why there is no mention of the "red tagging" of Station 35 and fireboat quarters, and the move of Engine 35 to Station 13, since it should be a public record with the people of San Francisco being aware of the consequences in any delay of the fireboat response. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Bonnie Eslinger, Reporter, San Francisco Examiner, asking various questions regarding the Attendance Policy, whether the Commission had adopted one, and how Commissioners were reimbursed for meeting attendance. Copy: Commissioners.

6. ELECTION OF OFFICERS OF THE FIRE COMMISSION [Action]

Nomination and election for the office of President and Vice President of the Commission.

Action to be taken: Vote for officers

7. STATEMENT OF INCOMPATIBLE ACTIVITIES [Action]
(Continued from Meeting of 01-11-07)

Submitting Statement of Incompatible Activities for the San Francisco Fire Commission and Fire Department as requested by the Ethics Commission under the provision of San Francisco Campaign & Governmental Conduct Section 3.218.

Action to be taken: Approval of Statement of Incompatible Activities

8. SPECIAL PRESENTATION [Discussion]

Presentation of a fire hydrant by Groening and Company to the San Francisco Fire Department for permanent display at Headquarters.

9. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, and the EMS Reconfiguration.

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and updates on Administrative Divisions.

PERSONNEL REPORTS

a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during December 2006.

b. Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, December 2 through December 15, 2006, and December 16 through December 29, 2006.

c. Appointment

Reporting the following PROBATIONARY appointment effective *JANUARY 1, 2007*:

1823 Senior Administrative Analyst (Reappointment)

Mark Corso (vice: New position)

d. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Lee, John J.	H50 Assistant Chief	Service	Dec. 11, 2006
Outley, James A.	H40 Battalion Chief	Service	Dec. 31, 2006
Veal, Richard L.	H20 Lieutenant	Service	Jan. 02, 2007
Humphrey, Jr., Willie B.	H3 Firefighter/Paramedic	Service	Jan. 02, 2007
Bourke, Bernard L.	H2 Firefighter	Service	Dec. 30, 2006
Corcoran, Paula C.	H2 Firefighter	Service	Jan. 02, 2007

(Retirement Certificates will be presented at Fire Commission Meeting of February 22, 2007)

e. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H3 FF/PM	Engine 8	30 calendar days	01-14-07 thru 01-27-07 and 03-27-07 thru 04-11-07	Sec. 3915 (Proper Behavior) Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3911 (Altercations) Sec. 3920 (Violence) Sec. 3919 (Unacceptable Language)

f. Medical Termination

Reporting medical termination of H2 Firefighter Holly Wipfler, effective close of business December 14, 2006.

g. Leaves

Reporting leaves of absence with pay for the time period from September 2006 through July 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1450 Executive Secretary	9
1	1820 Jr. Administrative Analyst	60
1	7388 Utility Plumber	48
26	H2 Firefighter	582

8	H3 Firefighter/Paramedic	320
1	H20 Lieutenant	8
1	H22 Lieutenant	32
2	H30 Captain	62
Total Number of Days with Pay		1121

Reporting intermittent leaves with pay for the time period from October 2006 through February 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	6281 Fire Safety Inspector	Nov 20, 2006 – Nov 19, 2007
1	7388 Utility Plumber	Dec 22, 2006 – Dec 21, 2007
1	H2 Firefighter	Nov 7, 2006 – May 7, 2007
1	H2 Firefighter	Nov 10, 2006 – Sept 26, 2007
1	H2 Firefighter	Nov 2, 2006 – Nov 2, 2007
1	H2 Firefighter	Nov 20, 2006 – Nov 19, 2006
2	H2 Firefighter	Nov 14, 2006 – Nov 14, 2007
1	H2 Firefighter	Feb 12, 2007 – Feb 11, 2008
1	H2 Firefighter	Dec 11, 2006 – Jan 11, 2007
1	H2 Firefighter	Dec 13, 2006 – Dec 12, 2007
1	H2 Firefighter	Dec 18, 2006 – Dec 17, 2007
1	H2 Firefighter	Mar 2, 2007 – Dec 1, 2007
1	H3 Firefighter/Paramedic	Nov 16, 2006 – May 4, 2007
1	H4 Fire Inspector	Nov 14, 2006 – Nov 13, 2007
1	H20 Lieutenant	Nov 13, 2006 – Nov 13, 2007
1	H20 Lieutenant	Nov 20, 2006 – Nov 20, 2007
1	H20 Lieutenant	Oct 19, 2006 – Nov 12, 2006
1	H20 Lieutenant	Nov 19, 2006 – Feb 1, 2007
1	H30 Captain	Dec 11, 2006 – Dec 11, 2007
1	H33 Paramedic Captain	Nov 18, 2006 – Nov 18, 2007

Reporting leaves of absence without pay for the time period from November 2006 through July 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
5	H2 Firefighter	660
1	H3 Firefighter/Paramedic	14
Total number of Days w/o Pay		674

h. Military Leave

Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard MSGT	H3 FF/PM	01-06-07 thru 01-07-07	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Engine 41	06-7-060	11/12/2006	558	A	File
Cause:	Driver inattention - While responding with red lights and siren, driver failed to notice right hose cover striking apparatus door				
Ambulance 86	06-7-061	11/11/2006	762	A	File
Cause:	Driver inattention to responsibilities - While backing into SFGH emergency bay, driver of Amb 86 became distracted by a violent patient in the back and backed Amb 86 into a pillar				
Truck 8	06-7-062	10/25/2006	623	A	File
Cause:	Driving skill deficiency (tiller) - While making a U-turn, tiller of Trk 8 struck a parked civilian vehicle				
Medic 87	06-7-063	11/20/2006	763	A	File
Cause:	Driver inattention - While responding with red lights and siren, Medic 87 attempted a three-point turn and struck a pole				
Truck 8	06-7-064	11/22/2006	623	C	File
Cause:	Driving skill deficiency (tiller) - While making a right turn, tiller of Trk 8 did not correct steering and struck a civilian vehicle				
Medic 17	06-7-065	11/23/2006	743	A	File
Cause:	Driver inattention - While pulling out of SFGH emergency bay, Medic 17 struck open door of Medic 77				
Truck 12	06-7-066	11/29/2006	506	B	Bill
Cause:	Struck by vehicle - While returning to quarters, Trk 12 was struck by a vehicle which had crossed into Trk 12's lane				
Medic 81	06-7-067	12/1/2006	0	B	Bill
Cause:	Struck by vehicle - While parked at Davies Medical Center, Medic 81 was struck by a Luxor cab which fled the scene				

Battalion 4	06-7-068	12/2/2006	913	C	File
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Cause: Driver inattention - Batt 4 was backing up into station when station apparatus door was closing

Engine 41	06-7-069	12/8/2006	558	A	File
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Cause: Misjudged clearance - While attempting to go around an abandoned vehicle in Broadway tunnel, Eng 4 struck the vehicle

Engine 32	06-7-071	12/10/2006	501	A	File
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Cause: Misjudged clearance - While making a right turn, Eng 32 struck a parked pickup truck

Medic 13	06-7-072	12/10/2006	741	B	Bill
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Cause: Struck by vehicle - While double parked, Medic 13 was struck by a civilian vehicle completing a right turn

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

10. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-03

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – January 25, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:05 p.m.

Item No.

1. **ON ROLL CALL**, the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner George Lau
Commissioner Victor Makras

Joanne M. Hayes-White
Richard E. Kochevar
Gary P. Massetani

Chief of Department
Deputy Chief, Operations
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly
Peter Howes
Barbara A. Schultheis
Lorrie A. Kalos
Thomas A. Siragusa
Robert Navarro

Division of Airports
Division of Emergency Medical Services
Division of Fire Prevention and Investigation
Division of Support Services
Division of Training
Division of Homeland Security

Chief Officers – Firefighting Services:

Arthur W. Kenney
Aaron C. Stevenson

Division 2
Division 3

EMS Officers:

Karl Sporer, M.D.
James M. Fazackerley

SFFD Medical Director
Section Chief, Operations

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2. RETIREMENT CERTIFICATE [Discussion]

Reporting Award of Honorable Service to the following member:

	Type of Retirement	Years of Service	Retirement Date
Lieutenant Donald Russo	Service	29	Nov. 18, 2006

Retired Lieutenant Donald Russo was unable to appear and his retirement certificate will be mailed to him. Chief Hayes-White acknowledged his 29 years of dedicated service to the Department and wished him well in his retirement.

3. PUBLIC COMMENT

There was no public comment.

4. APPROVAL OF THE MINUTES [Action]

Regular Meetings of December 14, 2006, and January 11, 2007, and Special Meetings of December 14, 2006 (3:00 p.m.), and December 14, 2006 (4:00 p.m.).

Commissioner Makras stated that at the December 14th meeting of the Commission he had requested that a portion of the transcript from the December 11, 2007 meeting be attached both to the transcript of the FF Carreira hearing and to the minutes of the meeting at which he was making his request, yet he did not find them in his packet. He was willing to approve the minutes as long as he was assured of finding them attached either to the December 11th or December 14th meetings.

Commissioner Conroy responded that the attachment of the transcript could be discussed in the context of the December 11th minutes, which will be presented for approval at the February 8th meeting. He continued that there are some concerns about attaching expressed by the Deputy City Attorney who advises the Commission on discipline.

There were a number of small corrections by Deputy City Attorney and Chief Hayes-White to the Minutes. She wished the minutes to state, page 10, first paragraph, last sentence: She attended four of six nights of testimony. Deputy Attorney Roberts asked that on page six, item five, should read Department of Emergency Management and not Department of Emergency Medicine.

Commissioner Lau moved and Commissioner Clarke seconded. There were no further questions or discussion and the minutes were approved as amended by a vote of 5-0. (Conroy, Nakajo, Clarke, Lau, Makras)

The Minutes of January 11, 2007, were not ready for approval.

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (January 5, 2007, through January 18, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From James Corrigan, requesting that the Commission respond to him again since he believes this to be a matter of fire safety and the first response he received was not satisfactory. Mr. Corrigan was concerned about apparatus being out of their first response area. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2 From Bill Wickliffe, past member of Station 35, asking why there is no mention of the "red tagging" of Station 35 and fireboat quarters, and the move of Engine 35 to Station 13, since it should be a public record with the people of San Francisco being aware of the consequences in any delay of the fireboat response. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Bonnie Eslinger, Reporter, San Francisco Examiner, asking various questions regarding the Attendance Policy, whether the Commission had adopted one, and how Commissioners were reimbursed for meeting attendance. Copy: Commissioners.

There was no public comment.

6. ELECTION OF OFFICERS OF THE FIRE COMMISSION [Action]

Nomination and election for the office of President and Vice President of the Commission.

Commissioner Clarke nominated Paul Conroy for President of the Commission and Commissioner Lau seconded.

Prior to the vote, Commissioner Makras wished to explain why he plans to vote "no" and that he was not voting against individual. He stated that he believes in diversity which is reflected in the citizens of the San Francisco. In reviewing the history and the officers of the Fire Commission, he noted that, with three exceptions, all of the past Presidents had been white males; there had been only one African American (President Jefferson), one Asian (President Nakajo), and only one female President who had been a Latina (President Fernandez-Pifer). He believed that all members of the Commission were capable and the officers of the Commission should be more reflective of the diversity of the City. He therefore proposed a rotation system whereby everyone would have the opportunity to serve.

The motion was approved 4-1 (yes: Conroy, Nakajo, Clarke, Lau; no: Makras) and Paul Conroy was elected President.

Vice President Nakajo recounted his years on the Commission, when then newly elected Mayor Willie Brown, Jr., appointed him. He had served as both Vice President and President and believed that it was time now to step back.

Commissioner Nakajo nominated Commissioner Clarke for Vice President and Commissioner Lau seconded. Commissioner Clarke thanked Commissioner Nakajo for the nomination but respectfully declined due to current professional and family obligations.

Commissioner Nakajo nominated Commissioner Lau and Commissioner Makras seconded. The motion was approved unanimously and George Lau was elected Vice President.

Vice President Lau thanked his fellow Commissioners for their confidence in him. He added that he supports the concept of a rotation of officers but stressed the importance of qualification. He decided that he would miss the leadership of President Conroy enough to put off that concept for another year.

President Conroy thanked Vice President Lau and the other Commissioners for electing him President for another term. He wished to thank Commissioner Nakajo for his service, especially as President for three years and Vice President before that, and for everything he has done in all of those capacities. He appreciated his continued participation in the Commission.

7. STATEMENT OF INCOMPATIBLE ACTIVITIES [Action]

(Continued from Meeting of 01-11-07)

Submitting Statement of Incompatible Activities for the San Francisco Fire Commission and Fire Department as requested by the Ethics Commission under the provision of San Francisco Campaign & Governmental Conduct Section 3.218.

Commissioner Conroy stated that the SIA had been on the agenda at the previous meeting and there was some discussion, with the Department continuing to make further changes. He added that he had spoken with Ethics Commission personnel who were willing to put the matter over to March for their approval until the Commission and the Department had finalized their Statement. He asked Chief Hayes-White to comment.

Chief Hayes-White noted that from the Department's point of view the Statement was satisfactory. Since for the first time this was a merged document encompassing both the Commission and the Department, she understood that were different roles. Chief Hayes-White added that the Department had made some changes that were more restrictive and which applied primarily to the Bureau of Fire Prevention.

Commissioner Makras wished to know if the Statement also applied to the Commission and staff. Chief Hayes-White responded that it was a merged SIA, both for the Commission and the Department. Commissioner Makras had a number of concerns about the SIA, one being Item 2, which addressed excessive time and demands of another job or activity since the assumption is that it would then interfere with the core job at the San Francisco Fire Department. He considered it bad public policy for the City to tell its employees that they can not participate in something intensively outside their regular jobs even if it was an honorable activity, such as an intense shift in a volunteer Crisis Center. Commissioner Makras had concerns in other parts of the document and believed that the Department and the Commission develop a far better SIA than the current one.

Chief Hayes-White wished to explain that about seventy per cent of the language of the SIA is boilerplate language which is applicable to all departments and only thirty per cent has been tailored to the Fire Department. Chief Hayes-White suggested that the Commission consider inviting the staff of the Ethics Commission to attend a Fire Commission meeting to give a short presentation and answer questions about the SIA.

Commissioner Makras wished to know if the Board of Supervisors had imposed similar restrictions on themselves.

David Pilpel, Member, Sunshine Ordinance Task Force, happened to be in the audience and responded. He stated that SIA is applicable to the Board, the Task Force, the Youth Commission, and everything within the Board. There are separate provisions that apply to specific Departments. He agreed with the Chief Hayes-White's recommendation that the Commission invite John St. Croix, Executive Director, or Mabel Eng, Deputy Director, of the Ethics Commission to come speak to you about the general application of the SIA to Commissioners. He explained that the SIA was the subject of a 2003 ballot measure. The Ethics Commission has been working on the material for quite some time; this is the first round just to adopt a preliminary version, which will then be subject to meet and confer with employee organizations, and only then come back to the Ethics Commission for final adoption.

Commissioner Conroy thanked Mr. Pilpel for his comment and added that he also has concerns as related to the Bureau of Fire Prevention. He agreed with Commissioner Makras and suggested that the matter should be further discussed.

Commissioner Lau stated that he realized that the SIA was written fairly broadly in certain areas but he was under the impression that the SIA was to serve as a guideline. He agreed with that concept since it can serve as an umbrella to cover all the areas that the Department and the Commission wishes to enforce.

Commissioner Conroy stated, barring any objections, the matter will be put over at the call of the chair.

8. SPECIAL PRESENTATION [Discussion]

Presentation of a fire hydrant by Groeninger and Company to the San Francisco Fire Department for permanent display at Headquarters.

Scott Silverthorne, Chief Executive Officer, Groeninger Company, wished to present to the San Francisco Fire Department a special fire hydrant commemorating the 100-year anniversary of the 1906 earthquake, which has currently been placed in the lobby. In addition, Mr. Silverthorne presented a plaque to Chief Hayes-White.

Chief Hayes-White thanked the Mr. Silverthorne and the Groeninger Company for the special hydrant, the plaque and their good service. She added that all 3" outlets, about whose adaptability there had been a great deal of controversy some time back, have been cast and fabricated by Groeninger for a number of years, as well as all the City's 8,000 low-pressure hydrants.

9. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, and the EMS Reconfiguration.

Chief Hayes-White presented the report.

Biannual Overtime Report - Chief Hayes-White was pleased to announce that the Controller had just released the biannual overtime report and that the Fire Department was the only department out of the "big six", that is, Police, Fire, Sheriff, MTA, Public Health and PUC, whose overtime expenditure forecast was on target. She acknowledged the good work of Deputy Chief Massetani and CFO Julia Dawson in accurate forecasting and close monitoring of the Department's overtime expenditures.

EMS Reconfiguration - The Department is on track as it moves forward to Phase III. Operational changes are being made, with certain Engine companies being changed to BSL (Basic Life Support) and others to ALS (Advanced Life Support) and a few medic units are being shifted. 24 H3 Level 2 Paramedics will be entering the Department on February 12, 2007. This was accomplished due to hard work of SFFD's Human Resources Division in securing requisitions, checking backgrounds and scheduling medical examinations by the Department Physicians.

The Department is in the final stages of preparing the H3 Level 1 job announcement and is hopeful of hiring a class of H3 Level 1s (EMTs) prior to the end of this fiscal year. This would bring the Department's target for the FY 2006-07 to 72 hires, 48 H3 Level 2 Paramedics and 24 H3 Level 1 EMTs, as planned.

H30 Captain Examination – The Department will re-administer part one, fire scene and first aid simulation, on January 28, 2007. A rating group will be assembled from different parts of the country and will be under the direction of the Dr. Bruce Topp and the Department of Human Resources. The Fire Department hopes to publish an eligible list by the end of March or early April.

FY 2007-08 Capital Budget – Chief Hayes-White thanked the Commission for their close review of and input to the capital budget. The Department submitted a request of \$8 million based on discussions during the meeting and is hopeful of receiving more than the previously allocated \$1 million, since the Department has been troubled by aging facilities for some time. She emphasized that these are 24-hour facilities and should be prioritized over Departments whose facilities are only used 8:00AM to 5:00 PM.

Discussion ensued with Commissioners asking questions and Chief Hayes-White responding.

Commissioner Makras wished to know if the tapes for the re-test had been redone. Chief Hayes-White responded that all tapes were redone and the quality improved. She assured the Commission that the test and the material used is new.

Commissioner Lau wished to know the duration of training for the H3 Level 2s. He further wished to know about the level of outreach for the H3 Level 1s, since there was considerable interest in the community. Chief Hayes-White responded that the H3 Level 2s have a far shorter training period because they are certified paramedics already and have demonstrated proficiency in the field. In respect to the H3 Level 1s, the Department is again looking for demonstrated skills, this time as an Emergency Medical Technician in the field. The Department will convene the employee groups and work with them in terms of outreach. To date, 1,200 interest cards have already been received. She added that the application period will most probably consist of a single day and most probably will be sometime in March.

REPORT FROM ADMINISTRATION

Chief Massetani provided the report.

FY 2007-08 Budget- Chief Massetani thanked the Commission for their support and their cover letter of the submitted budget, since it elicited a quick response and a meeting from the Capital Projects Committee.

FY 2006-07 Revenues – Bureau of Fire Prevention revenues and overtime recoveries are projected to be 20% higher than budgeted. If the trend continues, the Department will collect \$1 million more than its estimated budget.

EMS collected revenues are lower than for the same period last year, with the current cash collected at \$15.6 million. The trend indicates that collections will pick up, as they did last year, and EMS revenues will meet their target.

FY 2006-07 Expenses – Salary and line item expenditures in almost all divisions remain at or under budget. Bureau of Fire Prevention is slightly over budget but revenue surplus and overtime recoveries cover the expenditures. Overall, the Department continues to be about 1% under budget.

Division of Training – The Department is currently providing company-based training focused on CPR (Cardio-Pulmonary Resuscitation) and advanced cardiac life support. Inspections were completed of all PPE (Personal Protective Equipment) from 734 firefighters and paramedics. This marks the first time such an inspection was conducted, with 217 coats, 176 pants, 275 pairs of boots removed and found inadequate. Replacement costs for these items will be close to \$500,000.

The Department has completed 95% of the mask fitting program. Testing must be done every year to comply with OSHA requirements and members are provided with a personal mask certificate.

Planning and Resources - The unit continues working on the EMS Reconfiguration on re-modeling for locations for Medic units and dynamically deployed ambulances. Work continues on the GIS (Geographic Information System) to improve the Department's overall response times.

A Form Center has been established to computerize most of the Department's forms. Results in electronic production of forms should yield savings in time, consistency and paper.

MIS has completed the upgrade of the NFIRS (National Fire Incident Reporting System) and with the server upgrade the migration has been completed at Headquarters.

Support Services - The Department has forwarded the specifications and requisitions for three aerial trucks and for four ambulances. The delivery date for the trucks is one year and for the ambulances 120 days.

Work is proceeding with the Bureau of Architecture to finalize improvements to the temporary quarters on Pier 22 1/2 for the Fireboat Pilot, Engineer and Officer. The Department is working with the Capital Improvements Committee to obtain additional funding to proceed with Phase I and Phase II of the improvements to Station 35.

Homeland Security – The Department is preparing the submittal for the UASI 2007 grant, with approximately \$735 million available. The rules have changed and the grants fall now into two tiers, with Tier 1 consisting of six urban area targets, namely, San Francisco, Los Angeles/Long Beach, Chicago, New York City, Northern New Jersey and the national Capitol region. In Tier 2, there will be approximately \$336 million available for 39 urban areas. Focus will be on expanded regional planning and cooperation, infrastructure protection, interoperable communications, information sharing and warning, and system preparedness and participation.

Urinary Cancer Survey Program – The Department started on January 3rd with 421 active and 2 retired members being screened, with 38 female and 385 male firefighters participating. The screen yielded four positive results, all males between the ages of 45 to 53 which will be followed up by Dr Stoller and Dr. Green.

Discussion ensued with Commissioners asking questions and Chief Massetani responding.

Commissioner Nakajo was pleased to hear that the Capital Improvements Committee had noted the Commission's cover letter and the Department's request. He was in favor of submitting realistic request that reflected the Department's needs and could be advocated for.

Commissioner Conroy wished to know how many ALS engines have been in service day-to-day compared to what the Department's expectation was. Chief Hayes-Jung responded that

the implementation of Phase III of the EMS Reconfiguration, things have been changing and moving about. She would like to defer any in-depth answers to the next Commission meeting at which time the Commission would receive an updated report on the status of the EMS Reconfiguration under the Operations report. At that time, she will also provide a report on citywide response times.

Commissioner Conroy also wished to know approximately how many ALS engines were operating daily. Chief Massetani responded that there were always a minimum of 21 ALS engines in operation, with an average being between 23 to 25 daily, and as many as 28 to 29 at times, depending on available personnel. Chief Hayes-White added that after implementation of Phase III and an increase in the 10-hour dynamically deployed ambulances, there should be a reduction in 24-hour medic units with more H3 Firefighter/Paramedics available for ALS engines.

PERSONNEL REPORTS

a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during December 2006.

b. Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, December 2 through December 15, 2006, and December 16 through December 29, 2006.

c. Appointment

Reporting the following PROBATIONARY appointment effective *JANUARY 1, 2007*:

1823 Senior Administrative Analyst

Mark Corso (vice: New position)

d. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
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Outley, James A.	H40 Battalion Chief	Service	Dec. 31, 2006
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(Retirement Certificates will be presented at Fire Commission Meeting of February 22, 2007)

e. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H3 FF/PM	Engine 8	30 calendar days	01-14-07 thru 01-27-07 and 03-27-07 thru 04-14-07	Sec. 3915 (Proper Behavior) Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3911 (Altercations) Sec. 3920 (Violence) Sec. 3919 (Unacceptable Language)

f. Medical Termination

Reporting medical termination of H2 Firefighter Holly Wipfler, effective close of business December 14, 2006.

g. Leaves

Reporting leaves of absence with pay for the time period from September 2006 through July 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
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2	H30 Captain	62
Total Number of Days with Pay		1121

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<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
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1	7388 Utility Plumber	Dec 22, 2006 – Dec 21, 2007
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1	H2 Firefighter	Nov 10, 2006 – Sept 26, 2007
1	H2 Firefighter	Nov 2, 2006 – Nov 2, 2007
1	H2 Firefighter	Nov 20, 2006 – Nov 19, 2006
2	H2 Firefighter	Nov 14, 2006 – Nov 14, 2007
1	H2 Firefighter	Feb 12, 2007 – Feb 11, 2008
1	H2 Firefighter	Dec 11, 2006 – Jan 11, 2007
1	H2 Firefighter	Dec 13, 2006 – Dec 12, 2007
1	H2 Firefighter	Dec 18, 2006 – Dec 17, 2007
1	H2 Firefighter	Mar 2, 2007 – Dec 1, 2007
1	H3 Firefighter/Paramedic	Nov 16, 2006 – May 4, 2007
1	H4 Fire Inspector	Nov 14, 2006 – Nov 13, 2007
1	H20 Lieutenant	Nov 13, 2006 – Nov 13, 2007
1	H20 Lieutenant	Nov 20, 2006 – Nov 20, 2007
1	H20 Lieutenant	Oct 19, 2006 – Nov 12, 2006
1	H20 Lieutenant	Nov 19, 2006 – Feb 1, 2007
1	H30 Captain	Dec 11, 2006 – Dec 11, 2007
1	H33 Paramedic Captain	Nov 18, 2006 – Nov 18, 2007

Reporting leaves of absence without pay for the time period from November 2006 through July 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
5	H2 Firefighter	660
1	H3 Firefighter/Paramedic	14
Total number of Days w/ Pay		674

h. Military Leave

Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

Name	Rank	Dates	Days	Military Organization	Purpose
Caulder, Leonard	H3 FF/PM	01-06-07	2	US Air Force Res.	Attend Active
MSGT		thru 01-07-07		Travis AFB, CA	Duty Training

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Engine 41	06-7-060	11/12/2006	558	A	File
Cause:	Driver inattention - While responding with red lights and siren, driver failed to notice right hose cover striking apparatus door				
Ambulance 86	06-7-061	11/11/2006	762	A	File
Cause:	Driver inattention to responsibilities - While backing into SFGH emergency bay, driver of Amb 86 became distracted by a violent patient in the back and backed Amb 86 into a pillar				
Truck 8	06-7-062	10/25/2006	623	A	File
Cause:	Driving skill deficiency (tiller) - While making a U-turn, tiller of Trk 8 struck a parked civilian vehicle				
Medic 87	06-7-063	11/20/2006	763	A	File
Cause:	Driver inattention - While responding with red lights and siren, Medic 87 attempted a three-point turn and struck a pole				
Truck 8	06-7-064	11/22/2006	623	C	File
Cause:	Driving skill deficiency (tiller) - While making a right turn, tiller of Trk 8 did not correct steering and struck a civilian vehicle				
Medic 17	06-7-065	11/23/2006	743	A	File
Cause:	Driver inattention - While pulling out of SFGH emergency bay, Medic 17 struck open door of Medic 77				
Truck 12	06-7-066	11/29/2006	506	E	File

Cause Struck by vehicle - While returning to quarters, Trk 12 was struck by a vehicle which had crossed into Trk 12's lane

Medic 81 06-7-067 12/1/2006 0 B Bill

Cause: Struck by vehicle - While parked at Davies Medical Center, Medic 81 was struck by a Luxor cab which fled the scene

Battalion 4 06-7-068 12/2/2006 913 C File

Cause: Driver inattention - Batt 4 was backing up into station when station apparatus door was closing

Engine 41 06-7-069 12/8/2006 558 A File

Cause: Misjudged clearance - While attempting to go around an abandoned vehicle in Broadway tunnel, Eng 41 struck the vehicle

Engine 32 06-7-071 12/10/2006 501 A File

Cause: Misjudged clearance - While making a right turn, Eng 32 struck a parked pickup truck

Medic 13 06-7-072 12/10/2006 741 B Bill

Cause: Struck by vehicle - While double parked, Medic 13 was struck by a civilian vehicle completing a right turn

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

10. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:45 p.m.

Tania Bauer
Secretary

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



January 30, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Tuesday, January 30, 2007 - 3:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

Commissioner Clem Clarke, Hearing Officer

2. CASE NO. 06-9: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT (Continued from 1/9/07)

On August 24, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Dustin Ruff with misconduct and violation of Department Rules and Regulations as follows:

- Section 3911 - Altercations
- Section 3915 - Proper Behavior
- Section 3919 - Unacceptable Language
- Section 3920 - Violence
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Workplace Violence Guidelines

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This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the complaint and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on complaint (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

Fire Commission

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TEXT SIZE:



February 8, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Thursday, February 8, 2007 - 4:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

Agenda

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 06 – 6 FIREFIGHTER BELA CARREIRA:

- I. Consideration, and possible approval of proposed findings of facts or other action, including deliberations. *[Action]*
- II. Consideration of the request for clarification of dates of suspension imposed by Commission, and possible clarification or other action, including deliberations. *[Action]*
- III. Consideration of whether to consider the request for Commission consideration of certain issues of possible back pay in relation to the Commission's decision, including deliberations. *[Action]*
- IV. If the request for consideration of certain issues of possible back pay in relation to the Commission's decision is granted, then consideration of the issues of possible

back pay and possible action, including deliberations. [Possible Action]**V. Consideration of whether to disclose or to seal statements regarding closed session deliberations. [Action]**

On June 30, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Bela Carreira with misconduct and violation of Department Rules and Regulations as follows:

Section 3920 – Violence

Section 3922 – Acts Detrimental to Welfare of Department

Section 3911 – Altercations

Section 3935 – False Reports and False Testimony

Following hearing and deliberations, the Commission publicly announced its decision in this matter on December 11, 2006, which included the penalty of suspension. Pursuant to direction of the Commission, the parties subsequently submitted proposed findings of fact for Commission consideration. On December 21, 2006 the Department requested clarification of the dates of suspension imposed by the Commission. On January 17, 2007 Counsel for Firefighter Carreira requested that the Commission consider certain issues of possible back pay in relation to the Commission's decision.

a. Public comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

b. Votes on closed session

Whether to conduct deliberations in closed session **[Action]**

c. Deliberations

(1) Deliberations and possible action on proposed Findings of Fact **[Action]**

(2) Deliberations and possible action on request for clarification of dates of suspension imposed by Commission. **[Action]**

(3) Deliberations and possible action on request that the Commission consider of certain

issues of possible back pay in relation to the Commission's decision. **[Action]**

- (4) If the Commission decides to consider the issues of possible back pay, then deliberations and possible action on the issues of possible back pay in relation to the Commission's decision. **[Possible Action]**
- (5) Deliberations and possible action on whether to disclose or to seal statements regarding closed session deliberations. **[Action]**

d. If closed session is held, reconvene in open session

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. ADJOURNMENT



MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, February 8, 2007 - 4:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 4:00 PM.

Item No.

1. On **ROLL CALL**, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Victor Makras

Commissioner Clem Clarke (notified absence)

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Marie Blits, Deputy City Attorney, Government Team, Counsel to the Commission
Tania Bauer, Secretary to the Commission

2. **CASE NO. 06 – 6 FIREFIGHTER BELA CARREIRA:**

- I. Consideration, and possible approval of proposed findings of facts or other action, including deliberations. *[Action item]*
- II. Consideration of the request for clarification of dates of suspension imposed by Commission, and possible clarification or other action, including deliberations. *[Action item]*
- III. Consideration of whether to consider the request for Commission consideration of certain issues of possible back pay in relation to the Commission's decision, including deliberations. *[Action item]*
- IV. If the request for consideration of certain issues of possible back pay in relation to the Commission's decision is granted, then consideration of the issues of possible back pay and possible action, including deliberations. *[Possible action item]*
- V. Consideration of whether to disclose or to seal statements regarding closed session deliberations. *[Action item]*

On June 30, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Bela Carreira with misconduct and violation of Department Rules and Regulations as follows:

Section 3920 – Violence
Section 3922 – Acts Detrimental to Welfare of Department
Section 3911 – Altercations
Section 3935 – False Reports and False Testimony

Following hearing and deliberations, the Commission publicly announced its decision in this matter on December 11, 2006, which included the penalty of suspension. Pursuant to direction

of the Commission, the parties subsequently submitted proposed findings of fact for Commission consideration. On December 21, 2006 the Department requested clarification of the dates of suspension imposed by the Commission. On January 17, 2007 Counsel for Firefighter Carreira requested that the Commission consider certain issues of possible back pay in relation to the Commission's decision.

A. Public comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

There was no public comment.

B. Vote on closed session

Whether to conduct deliberations in closed session **[Action]**

Commissioner Makras moved to go into closed session deliberations and Commissioner Lau seconded. The motion was unanimously adopted (4-0).

C. Deliberations

(1) Deliberations and possible action on proposed Findings of Fact **[Action]**

(2) Deliberations and possible action on request for clarification of dates of suspension imposed by Commission. **[Action]**

(3) Deliberations and possible action on request that the Commission consider of certain issues of possible back pay in relation to the Commission's decision. **[Action]**

(4) If the Commission decides to consider the issues of possible back pay, then deliberations and possible action on the issues of possible back pay in relation to the Commission's decision. **[Possible action]**

(5) Deliberations and possible action on whether to disclose or to seal statements regarding closed session deliberations. **[Action]**

D. If closed session is held, reconvene in open session

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

(a) Deliberations and possible action on proposed Findings of Fact **[Action]**

Commissioner Conroy stated that the Commission had unanimously adopted Findings of Fact (4-0).

(b) Deliberations and possible action on request for clarification of dates of suspension imposed by Commission. **[Action]**

Commissioner Conroy stated that it was the intention of the Commission that its 120-day suspension of Firefighter Carreira start at the same time that the Chief of Department

suspended him, which was August 3, 2006 (4-0).

(c) Deliberations and possible action on request that the Commission consider certain issues of possible back pay in relation to the Commission's decision. [Action]

Commissioner Conroy stated that the Commission unanimously decided not to consider certain issues of possible back pay in relation to the Commission's decision, which Firefighter Carreira had requested that it consider (4-0).

(d) If the Commission decides to consider the issues of possible back pay, then deliberations and possible action on the issues of possible back pay in relation to the Commission's decision. [Possible action]

Commissioner Conroy stated that since the Commission did not consider the issue of possible back pay (item D.1.c., above) this issue was moot and there was no action by the Commission.

(e) Deliberations and possible action on whether to disclose or to seal statements regarding closed session deliberations. [Action]

Commissioner Conroy stated that the Commission decided to retroactively authorize any disclosure of closed session discussions that was made by Members during open session on December 11, 2006, with the cautionary note that comments made during open session did not necessarily reflect what occurred in closed session. The Commission also agreed that the transcript of the December 11, 2006 open session should be attached to the transcripts of the six days of evidentiary hearings in the Carreira case (4-0).

(2) Vote to elect whether to disclose any or all closed session discussions [Action]

Commissioner Lau moved not to disclose anything further from the closed session discussions, and Commissioner Nakajo seconded. The motion was unanimously approved (4-0).

3. ADJOURNMENT

The meeting was adjourned at 6:00 pm.

Tania Bauer
Commission Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-07

FIRE COMMISSION REGULAR MEETING
Thursday – February 8, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of January 11 and January 25, 2007, and Special Meeting of December 11, 2006 (5:30 p.m.).

Action to be taken: Approval of the minutes

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(January 19, 2007, through January 31, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Mike Thompson, writing for himself and Lieutenants Rabbitt, Pumphrey, Hunter, Lai and Bruce, regarding a possible re-test of the H30 Captain exam and stating that they are opposed to a re-test, as are many others, since the preparation process was exhausting and

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access¹

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

would prefer to retain their scores, even if they may not be high, than undergo the whole process again. Copy: Commissioners and Chief of Department.

2. From Mark Valentine, explaining an emergency medical services incident that he was not pleased with involving his wife, Department paramedics and the receiving hospital. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From James Corrigan, submitting various material concerning procedures and response times to specific incidents. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

4. From Anthony O'Neill, marine engineer, wishing to keep his interest card in the system for a fireboat position and asking for the procedure to keep his card in the system. Copy: Commissioners, Chief of Department and personnel Specialist.

5. From William Lautersberg, UCSF employee, praising the NERT program, citing the need for trained civilians and urging the NERT to keep training until the whole City is better prepared. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

6. From Mark Valentine, describing an emergency medical incident that occurred to his wife, questioning the billing policy of the Fire Department and wishing an explanation of the basis for the charges. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Heather Fong, Chief of Police, thanking Chief Hayes-White for her thoughtfulness and her letter of condolence to the Department for the line-of-duty death of Officer Bryan Tuvera, who had been an outstanding officer and had brought great honor to the SFPD and the law enforcement profession. Copy: Commissioners.

CHARGES ISSUED BY CHIEF OF DEPARTMENT

a. Submitting verified complaint filed with the Commission against Assistant Chief Aaron Stevenson, dated January 25, 2007, for violation of the Rules and Regulations as follows:

Section 3922 – Acts Detrimental to Welfare of Department

Civil Service Rule 311 – Examinations:

311.7.3 – Confidentiality of Examination Questions

b. Submitting verified complaint filed with the Commission against Firefighter Christina Hijjawi, dated January 25, 2007, for violation of the Rules and Regulations as follows:

Civil Service Rule 320 – Leaves of Absence

Section 3802 – Sick Leave

Section 3803 – Accumulation of Sick Leave

Section 3804 – Sick Leave Without Pay

Section 3811 – General Regulations, paragraphs 2 & 6

Section 3922 – Acts Detrimental to Welfare of Department

Section 3923 – Disobedience

Section 3935 – False Reports and False Testimony

Section 3905 – Unfamiliarity with Rules

G.O. 02 A-59 – Reporting of Work-Related Injuries/Illness/Exposures

5. DISCIPLINARY HEARING ASSIGNMENT(S) [Discussion]

Report on assignment(s) of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence.

<i>Rank/Name</i>	<i>Case No.</i>	<i>Type of Case</i>
Assistant Chief Aaron Stevenson	07 – 1	Verified Complaint filed with Commission

6. FIRE COMMISSION RESOLUTION 07-01 [Action]

Submitting for review and adoption Resolution No. 07-1 urging a donation of one surplus air truck to the Monte Rio Fire Protection District.

Action to be taken: Adoption of resolution

7. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, updates on Divisions within the Department, including Administration and Operations.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period January 10 through February 6, 2007.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, December 30, 2006, through January 12, 2007.

b. Appointment

Reporting the following PERMANENT EXEMPT appointment effective *JANUARY 29, 2007*:

5215 Fire Protection Engineer

David Steffen (vice: New Position)

c. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Smith, Stephen C.	H30 Captain	Service	Jan. 20, 2007
Conway, Joseph R.	H20 Lieutenant	Service	Jan. 19, 2007
Hughes, John I.	H20 Lieutenant	Service	Jan. 10, 2007
Casey, Peter H.	H2 Firefighter	Service	Jan. 01, 2007

(Retirement Certificates will be presented at Fire Commission Meeting of March 22, 2007)

d. Resignations

Reporting resignations of the following:

H3 Firefighter/Paramedic Level 2 Teresa Black, effective January 5, 2007. (Started work 03-20-06.)

H3 Firefighter/Paramedic Level 2 Anthony Ibarra, effective December 27, 2006. (Started work 06-19-06.)

e. Leaves

Reporting leave of absence with pay for Assistant Deputy Chief Robert Navarro, for four days, February 20 through February 27, 2007, in order to participate in a roundtable meeting sponsored by the Department of Homeland Security in San Antonio, Texas. Transportation and lodging will be paid by the Department of Homeland Security. Assistant Deputy Chief Navarro will not be replaced.

Reporting leave of absence with pay for the following members for five days, February 5 through February 9, 2007, in order to participate in the Unified Command and Incident Management exercise at the National Emergency Response and Rescue Training Center (NERRTC) at College Station, Texas. The Urban Area Security Initiative Budget for FY 2005 includes transportation, lodging, backfills and related materials and supply costs.

The following is a list of participants:

<i>Name</i>	<i>Function</i>
Aaron C. Stevenson	Exercise Participant
Alson Lee	Exercise Participant
Kevin Taylor	Exercise Participant
Andy Zanolff	Exercise Participant

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Engine 6	06-7-070	12/9/2006	549	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, and negotiating a U-turn, Eng 6 struck a parked civilian vehicle				
Rescue 1	06-7-073	12/15/2006	861	A	File
Cause:	Driver inattention - While backing into quarters, Res 1 struck a civilian vehicle closely parked by station entrance				
Engine 41	06-7-074	12/22/2006	558	B	Bill
Cause:	Struck by vehicle - While parked at an incident, Eng 41 was struck by a civilian vehicle which attempted to squeeze between apparatus and a cable car				

Truck 3 06-7-076 12/26/2006 609 A File

Cause: Driver inattention to responsibilities - While relocating at an incident without a tiller, the back end of Trk 3 struck Eng 3 which was parked at the incident

Medic 91 06-7-077 12/28/2006 745 A File

Cause: Misjudged clearance - While attempting to pass between two vehicles, Medic 91 struck the rear fender of one of the vehicles

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

8. FY 2007-08 BUDGET *[Discussion]*

Presentation and discussion of FY 2007-08 Budget.

Gary P. Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

9. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
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Tania Bauer, *Secretary*

No. 07-07

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – February 8, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:15 p.m.

Item No.

1. **ON ROLL CALL**, the following were noted present:

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President Paul A. Conroy
Vice President George Lau
Commissioner Stephen A. Nakajo
Commissioner Clem Clarke (Arrived 7:20 p.m.)
Commissioner Victor Makras (Excused 7:20 p.m.)

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Peter Howes	Division of Emergency Medical Services
Barbara A. Schultheis	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

Arthur W. Kenney	Division 2
Johnny R. Lo	Division 3

EMS Officers:

Karl Sporer, M.D.	SFFD Medical Director
James M. Fazackerley	Section Chief, Operations

2. PUBLIC COMMENT

John Hanley, President, San Francisco Firefighters Local 798, informed the Commission that Local 798 has been working with Congresswoman Loretta Sanchez to obtain Homeland Security funds for rebuilding Station 35 and the fireboat for regional responses.

Mr. Hanley was also concerned that the Department did not include an H2 examination in the FY 2007-08 budget, which indicated that no H2s will be hired until 2009. He believed an H2 class is needed before that time due to the high number of retirements.

Patricia Yuen, President, Asian Firefighters Association, invited the Commission on behalf of the Asian Firefighters Association and Local 798, to participate in the Chinese Lunar New Year Parade on March 3rd. After the parade, group pictures will be taken at Station 13 with dinner to follow at Canton Restaurant on Folsom Street.

3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of January 11 and January 25, 2007, and Special Meeting of December 11, 2006 (5:30 p.m.).

Approval of the Minutes of the Regular Meeting of January 25, 2007 and the Special Meeting of December 11, 2006 were continued to the meeting of February 22, 2007 at the request of Commissioner Makras.

Commissioner Nakajo moved and Commissioner Lau seconded. There were no further questions or discussion and the minutes of the Regular Meeting of January 11, 2007, were approved as presented by a vote of 4-0. (Conroy, Lau, Nakajo, Makras)

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (January 19, 2007, through January 31, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Mike Thompson, writing for himself and Lieutenants Rabbitt, Pumphrey, Hunter, Lai and Bruce, regarding a possible re-test of the H30 Captain exam and stating that they are opposed to a re-test, as are many others, since the preparation process was exhausting and would prefer to retain their scores, even if they may not be high, than undergo the whole process again. Copy: Commissioners and Chief of Department.

2. From Mark Valentine, explaining an emergency medical services incident that he was not pleased with involving his wife, Department paramedics and the receiving hospital. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From James Corrigan, submitting various material concerning procedures and response times to specific incidents. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

4. From Anthony O'Neill, marine engineer, wishing to keep his interest card in the system for a fireboat position and asking for the procedure to keep his card in the system. Copy: Commissioners, Chief of Department and personnel Specialist.

5. From William Lautersberg, UCSF employee, praising the NERT program, citing the need for trained civilians and urging the NERT to keep training until the whole City is better prepared. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

6. From Mark Valentine, describing an emergency medical incident that occurred to his wife, questioning the billing policy of the Fire Department and wishing an explanation of the basis for the charges. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

Commissioner Conroy wished to know if there had been follow-up on an email from Mark Valentine. Chief Hayes-White responded that the Department had recently received inquiries from the public requesting clarification of EMS billing, including Mr. Valentine's, and is investigating various possibilities. In Mr. Valentine's case, the charges will remain but a thorough explanation will be provided on the Department's fee structure and schedule.

Furthermore, Commissioner Conroy wished to know if there had been any further response to James Corrigan since he has inferred in his most recent communication that the Commission is showing little interest in his concerns. Chief Hayes-White stated that there had been a number of telephone calls and a letter by the Deputy Chief. A discussion ensued concerning the procedure for a company that goes back into service while returning from a call outside its first alarm area.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Heather Fong, Chief of Police, thanking Chief Hayes-White for her thoughtfulness and her letter of condolence to the Department for the line-of-duty death of Officer Bryan Tuvera, who had been an outstanding officer and had brought great honor to the SFPD and the law enforcement profession. Copy: Commissioners.

CHARGES ISSUED BY CHIEF OF DEPARTMENT

a. Submitted verified complaint filed with the Commission against Assistant Chief Aaron Stevenson, dated January 25, 2007, for violation of the Rules and Regulations as follows:

Section 3922 – Acts Detrimental to Welfare of Department
Civil Service Rule 311 – Examinations:
311.7.3 – Confidentiality of Examination Questions

b. Submitted verified complaint filed with the Commission against Firefighter Christina Hijjawi, dated January 25, 2007, for violation of the Rules and Regulations as follows:

Civil Service Rule 320 – Leaves of Absence
Section 3802 – Sick Leave
Section 3803 – Accumulation of Sick Leave
Section 3804 – Sick Leave Without Pay
Section 3811 – General Regulations, paragraphs 2 & 6
Section 3922 – Acts Detrimental to Welfare of Department
Section 3923 – Disobedience
Section 3935 – False Reports and False Testimony
Section 3905 – Unfamiliarity with Rules
G.O. 02 A-59 – Reporting of Work-Related Injuries/Illness/Exposures

5. DISCIPLINARY HEARING ASSIGNMENT(S) [Discussion]

Report on assignment(s) of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence.

<i>Rank/Name</i>	<i>Case No.</i>	<i>Type of Case</i>	<i>Commissioner</i>
Assistant Chief Aaron Stevenson	07 – 1	Verified Complaint filed with Commission	Makras

There was no public comment.

6. FIRE COMMISSION RESOLUTION 07-1 [Action]

Submitted for review and adoption Resolution No. 07-1 urging a donation of one surplus air truck to the Monte Rio Fire Protection District.

Chief Hayes-White informed the Commission that a request for a surplus air supply truck had been received from the Monte Rio Fire Protection District, a volunteer service. The Department was no longer using this old truck,, which refills self-contained breathing apparatus, and deemed the request worthy after review with the City Administrator and the City Attorney.

Commissioner Makras moved and Commissioner Lau seconded. There were no questions or discussion and Resolution No. 07-1 was adopted by a vote of 4-0.
(Conroy, Lau, Nakajo, Makras)

There was no public comment.

7. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including discussion of the current budget, updates on Divisions within the Department, including Administration and Operations.

Chief Hayes-White presented the report. She was pleased to report that the proposed FY 2007-08 budget had been completed and will be presented later in the agenda. A Special Meeting to approve the proposed budget, after revisions and adjustments have been made, is scheduled for February 13, 2007, 3:30 PM.

FY 2006-07 Budget – The most recent Controller's Report projected a positive balance of \$126 million for the General Fund at the end of the current fiscal year, primarily attributable to property taxes. The Department is closely monitoring its budget, is on track and is not projecting any deficits at fiscal year's end.

EMS Reconfiguration – On February 26th, the Department is planning to hire an additional 26 to 27 H3 Level 2 Paramedics in support of the phased implementation of the EMS Reconfiguration. A job announcement has been prepared for the H3 Level 1 single function EMT and is being reviewed by Local 798. It will be posted on the DHR (Department of Human Resources) website and will be the first electronic job announcement for that Department. The application process will include a written component, a field component and a physical agility component.

H30 Captain Examination – The Department re-administered the fire scene and first aid scenario on January 28th. The Department has assembled 25 raters from different parts of the country, primarily from metropolitan-sized fire departments. Scoring of the test will be done through the Department's Division of Human Resources as well DHR, and in conjunction with Dr. Bruce Topp. The Department is hopeful of posting a list by the end of March, early April.

Pier 22^{1/2} and Fireboat - Chief Hayes-White noted that with Local 798's support, the Department has submitted an \$11.6 million request to Congresswoman Sanchez, who oversees the Border/Maritime Homeland Security Committee. She is aware of the unique aspect of the fireboat and that it is the only ready-to-go fireboat in the Bay Area with 24/7 coverage. The California Mutual Aid System considers it a regional asset since it can respond to anywhere on the Bay, be it Benicia or Oakland. The project encompasses the fireboat, the house for the crew and Pier 22^{1/2} and has garnered support from the Speaker of the House, the Mayor's Office and some members of the Board of Supervisors.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding

Commissioner Nakajo wished to know if the capital budget request was part of the Fire Department budget request. Julia Dawson, CFO, responded that everything the Fire Department gets is part of the General Fund. The capital budget is a separately appropriated activity from the operating budgets of all departments. Commissioner Nakajo wondered, if the fireboat request to Congresswoman Sanchez is successful, could the Department use the funds that had been allocated to the fireboat in the capital budget for another capital project.

Commissioner Makras noted that his comments were directly related to the budget but since he could not stay for the budget presentation, he was offering them at this time. He recommended: (1) adding one battalion chief to bring the number to ten battalions; (2) GPSs in all ambulances, engines and trucks, with an added feature that automatically downloads the location from the dispatcher; and (3) further study related to the Port's participating in the renovation of Station 35 and Pier 22 ½ and the possibility of rebuilding the pier and building the firehouse on the ground instead of the pier thereby lowering the cost from \$11 or \$12 million to \$5 million. Furthermore, Commissioner Makras believed that the ambulance net revenue was estimated on the conservative side and, perhaps, those numbers could be tightened to project a truer revenue generation.

Chief Hayes-White responded that the Department will investigate the GPS concept and have some cost figures by next week for discussion and possible incorporation in the budget. Staff will review Commissioner Makras' comments related to Pier 22½ and the Port. The Department has been investigating how to restore Battalion 5, especially after an inquiry by Supervisor Mirkarimi as to why his was the only district that did not have a battalion, and will propose a concept next week.

Commissioner Conroy had some questions regarding the Department's plans for hiring. He asked if it is anticipated that the Department will be keeping pace with retirements by hiring between 25 - 27 H3 Level 2 Paramedics and 24 H3 Level 1 EMTs within the current fiscal year. Chief Hayes-White confirmed this and noted that the Department had projected 75 retirements and will be hiring 72 members in FY 2006-07.

Commissioner Conroy wished clarification on the fireboat being considered as a regional asset and was aware of how it had already demonstrated its regional capabilities. He asked whether the fireboat would only respond to another jurisdiction if the Department's second fireboat was operational and able to respond to an incident in the City. Chief Hayes-White responded that

she believed that the fireboat should not be dispatched as a mutual aid resource unless the other fireboat was fully operational.

Commissioner Lau wished to know if the Department could encourage applicants with bilingual skills, especially when hiring at the entry level, and give some type of credit to applicants in order to meet the growth in demand of the non-English speaking portion of the city. Chief Hayes-White responded that bilingual capability is currently not part of the H3 Level 1s job announcement but the interest cards that had been submitted indicate a diverse pool of applicants that was representative of the city. Commissioner Lau added that if extra credit can not be given for bilingual skills, the Department should make every effort to ensure that each non-English speaking community, that is, Spanish, Chinese, Russian, Philippine, etc., will be well represented through the hiring.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period January 10, 2007 through February 6, 2007. There had been four Greater Alarms, which were contained to second alarms and were in residential single family dwellings or apartment units. During this period, there was one serious injury to a firefighter who was descending a ladder at a second alarm fire. Chief Siragusa is preparing a report on that injury and the Department has addressed an immediate corrective action for climbing and going down ladders.

Natural Gas Leak - Units responded to a major natural gas leak on the morning of January 22nd at Balboa and 6th Avenue. Work crews had cut into a gas main requiring the need for perimeter control of the area and immediate evacuation of citizens in the hazardous zone.

Tri-Annual Inspections - Stations, apparatus and members were part of Tri-Annual Inspections conducted by Division 2, Division 3 and the Airport. Members are to be commended for their hard work in preparing stations and apparatus for the inspection.

Company Modular Training - Members are attending Module 1 - CPR/ACLS, with all EMTs and First Responders attending mandatory Cardio-Pulmonary Resuscitation (CPR) and Paramedics Advanced Cardiac Life Support (ACLS).

Fire Prevention and Investigation -normal activities included building inspections, plan review, permit issuance and code enforcement. the Senior Home Safety Grant Program is now implemented with 20 presentations given to approximately 700 seniors about smoke detector installation/home safety evaluations; smoke detectors have been installed in 17 homes with 70 more in progress and 25 teams of two are providing outreach. Bureau of Fire Investigation assisted the Police by providing photographs to the investigation that led to arrest of eight people involved in the 1971 attack on the Ingleside Police Station.

Special Operations - activities primarily consisted (1) working with the State Office of Emergency Services, (2) hosting Rescue Tool Vendor training at Treasure Island; (3) distributed new USAR rescue tools to Light Rescues 5 and 7; and (4) attended FIRESCOPE (Fire Resources of Southern California Organized for Potential Emergency) meeting.

Chief Kochevar noted that an Activity Summary for the Fire Department's operations at the San Francisco International Airport was attached to his report.

Chief Kochevar asked Chief Howes to present an update on the EMS Reconfiguration.

Pete Howes, Assistant Deputy Chief, EMS Chief, stated that the EMS Reconfiguration was progressing as planned with a recent relocation of both ALS Engine companies and

ambulances. He stated that dynamic deployment continues to increase inefficiency. Currently, workload is shared 50/50 in Battalions 1, 2, 3, and 4 between static and dynamically deployed ambulances. As dynamically posted ambulance locations are expanded, the workload will shift to the dynamic short-shift ambulances to a greater degree.

Reports from the field have been encouraging and the Department feels that it is turning the corner on workload. A great deal of work still needs to be done but the Department is optimistic that the next class of H3 Level 2 Paramedics and the subsequent class of H3 Level 1 EMTs will continue to change the workload on the static units, reduce response times throughout the City and County and improve the Department's medical service delivery.

Chief Howes proceeded to show various slides that showed Phase II of the implementation of the EMS Reconfiguration, with dots indicating current posting locations of dynamically deployed ambulances and new posting locations for 24-hour static ambulances. He also displayed a graph which showed the workload shift from static to dynamic units.

In closing, Chief Howes noted that a new class of 24 paramedics will be graduating on April 20th and will provide 12 more shifts in the field and will be placed according to the peak load staffing model. He stated that with 24 EMTs coming into the Department there should be further workload relief.

Discussion ensued with Commissioners asking questions and Chief Howes responding.

Commissioner Conroy asked if each firehouse would have either an ALS Engine or a medic unit. Chief Howes replied that there is not yet enough ALS Engine personnel or static ambulance personnel to reach that goal due to the commitment to H3 Firefighter/Paramedic truck training. Commissioner Conroy requested a map that would show the scattering of ALS response capability throughout the city, including ALS engines, dynamically deployed medical units and twenty-four hour medic units.

Commissioner Nakajo inquired about cross-training. Chief Howes responded that the truck training for the H-3s is proceeding to plan and recently some members have completed the training according to schedule and new members will be starting.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, December 30, 2006, through January 12, 2007.

b. Appointment

Reporting the following PERMANENT EXEMPT appointment effective *JANUARY 29, 2007*:

5215 Fire Protection Engineer

David Steffen (vice: New Position)

c. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Smith, Stephen C.	H30 Captain	Service	Jan. 20, 2007
Conway, Joseph R.	H20 Lieutenant	Service	Jan. 19, 2007

Hughes, John I.	H20 Lieutenant	Service	Jan. 10, 2007
Casey, Peter H.	H2 Firefighter	Service	Jan. 01, 2007

(Retirement Certificates will be presented at Fire Commission Meeting of March 22, 2007)

d. Resignations

Reporting resignations of the following:

H3 Firefighter/Paramedic Level 2 Teresa Black, effective January 5, 2007. (Started work 03-20-06.)

H3 Firefighter/Paramedic Level 2 Anthony Ibarra, effective December 27, 2006. (Started work 06-19-06.)

e. Leaves

Reporting leave of absence with pay for Assistant Deputy Chief Robert Navarro, for four days, February 20 through February 27, 2007, in order to participate in a roundtable meeting sponsored by the Department of Homeland Security in San Antonio, Texas. Transportation and lodging will be paid by the Department of Homeland Security. Assistant Deputy Chief Navarro will not be replaced.

Reporting leave of absence with pay for the following members for five days, February 5 through February 9, 2007, in order to participate in the Unified Command and Incident Management exercise at the National Emergency Response and Rescue Training Center (NERRTC) at College Station, Texas. The Urban Area Security Initiative Budget for FY 2005 includes transportation, lodging, backfills and related materials and supply costs.

The following is a list of participants:

<i>Name</i>	<i>Function</i>
Aaron C. Stevenson	Exercise Participant
Alson Lee	Exercise Participant
Kevin Taylor	Exercise Participant
Andy Zanoft	Exercise Participant

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Engine 6	06-7-070	12/9/2006	549	A	File

Cause: Misjudged clearance - While responding with red lights and siren, and negotiating a U-turn, Eng 6 struck a parked civilian vehicle

Rescue 1	06-7-073	12/15/2006	861	A	File
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Cause: Driver inattention - While backing into quarters, Res 1 struck a civilian vehicle closely parked by station entrance

Engine 41	06-7-074	12/22/2006	558	B	Bill
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Cause: Struck by vehicle - While parked at an incident, Eng 41 was struck by a civilian vehicle which attempted to squeeze between apparatus and a cable car

Truck 3	06-7-076	12/26/2006	609	A	File
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Cause: Driver inattention to responsibilities - While relocating at an incident without a tiller, the back end of Trk 3 struck Eng 3 which was parked at the incident

Medic 91	06-7-077	12/28/2006	745	A	File
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Cause: Misjudged clearance - While attempting to pass between two vehicles, Medic 91 struck the rear fender of one of the vehicles

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

8. FY 2007-08 BUDGET [Discussion]

Gary Massetani, Deputy Chief, Administration, introduced Julia Dawson, CFO, who will provide the briefing and noted that staff had worked diligently to prepare the budget and were ready to receive direction from the Commission.

Ms. Dawson reviewed the instructions that were given to all departments to reduce their baseline budget by 3%, which for the Fire Department was \$1.2 million. The Department was provided an equipment target of no more than \$1.9 million and was encouraged to propose some one-time efficiency projects, which would have demonstrated cost or revenue increases.

Ms. Dawson stated that the Department had followed the Commission's direction and prepared a budget that represents what is needed and not what it could get. To this end, the Department is \$2,951,490 over the baseline of \$243,862,683.

Ms. Dawson presented the proposed revenues of \$62,632,600, which are primarily derived from the Bureau of Fire Prevention (BFP) and EMS. She pointed out the various fees and permits which made up a total of \$6,694,300 in BFP revenues. Ms. Dawson also reviewed EMS revenues for FY 2006-07 and pointed out that they would increase from \$16,487,332 to \$18,760,215 for FY 2007-08.

Ms. Dawson stated that total expenses were projected for FY 2007-08 at \$223,843,086 and were actually 3% over baseline. By far the largest portion is an increase in salaries, with another notable increase in professional services which is related to examinations. She proceeded to

review in detail various expense items noting whether they were increased, decreased or newly added.

Discussion ensued with Commissioners asking questions with Chief Hayes-White, Chief Massetani and Ms. Dawson responding.

Commissioner Nakajo wished to know if the cost of the 10th battalion was addressed in the proposed budget. Chief Hayes-White responded that it was not included but that the Department is still creatively working on the issue and that the approximate cost would be approximately \$750,000.

Commissioner Conroy recalled that at the time the 10th battalion was deactivated, and later eliminated, so were a large portion of the H10s. He expressed his support for restoration of the 10th battalion and mentioned that in 2003, the Commission had passed a resolution requesting that funds be located to restore the H10s and 10th battalion. He wondered if there was also a possibility of restoring all of the H10 positions since he had heard from Assistant Chiefs that there was a need for them. Chief Hayes-White responded that at this time the restoration of H10 positions is not a priority and that the Department is working on better defining command post operations and the role of the Incident Support Specialist. She did not believe that the Chief of Department needed an Incident Support Specialist assigned to her or him at a cost of 4.5 FTEs or approximately \$500,000 a year. Chief Massetani added that if the H10s were reinstated it would cost the Department at least an additional \$3.5 million a year.

Commissioner Conroy wished to emphasize the importance of recruiting and mentoring as the Department prepares for the CPAT (Candidates Physical Ability Test) and the H2 exam. He did not want the CPAT to stand as a barrier to continuing the Department's diversity, including gender diversity, which it now enjoys. Recruiting and mentoring efforts are needed to attract and help candidates train for the test. He believed that this should be considered if not in this budget then certainly in the next.

Commissioner Lau, referring to BFP revenue and the increases in the fee schedule, wished to know if the Department can at will increase fees or if there is an approval process whereby the Department could potentially run into problems realizing these new revenues. Ms Dawson responded that that the increased fees are submitted with the Department's budget and then develop legislation in cooperation with Department's City Attorney, which is submitted to the Mayor, who in turn submits it to the Board of Supervisors when he submits the budget. On the whole, these types of fee have been favorably regarded because the City wants the Department to provide a certain level of service. She believed the increases to be modest and foresaw no opposition to them.

PUBLIC COMMENT

David Pilpel commented on specific items in the proposed budget and made several suggestions, such as, incorporating Division-level organization charts. He suggested that additional narrative could provide an explanation of certain items and would help the public to better understand, for instance on page 64, why pager costs come from the Mayor's Office of Disability.

Commissioner Conroy asked Ms. Dawson to respond. She stated that the Mayor's office of Disability has a professional services contract whereby they provide various types of "translation" on call for those disabled. Should it be needed at the scene of an incident, the Mayor's Office of Disability is responsible for providing that service at the scene. She explained that it is a paged service and the cost is shared by the Sheriff's, Police and Fire Departments.

Chief Hayes-White thanked the Commission for their interest, support and desire for information and noted that it has been integral in the development of a better budget process. She also thanked Chief Massetani and Julia Dawson, and her staff, for their tireless work in the preparation of this year's budget. She remarked that in a Department which is focused on operations the administrative side become unsung heroes, yet if it was not for their efforts, diligence and advocacy, it would not be possible to fully support operations.

In closing, Commissioner Conroy thanked Chief Hayes-White, Chief Massetani and Ms. Dawson. He remarked that it is apparent that a tremendous amount of well focused and directed work has resulted in an enhancement of the budget process, which is well communicated and made comprehensible.

Note: A copy of the presentation of the Proposed FY 2007-08 Budget is attached

9. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 9:10 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

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Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 07-1

**URGING A DONATION OF ONE SURPLUS AIR TRUCK TO THE MONTE RIO FIRE
PROTECTION DISTRICT**

WHEREAS, the Monte Rio Fire Protection District currently shares a stationary Self Contained Breathing Apparatus tank recharging unit with the Cazadero and Russian River (Guerneville) Fire Departments that is dated;

WHEREAS, the Monte Rio Fire Protection District is committed to keeping its equipment compliant and safe, maintaining stations and making payments on their new engine; and

WHEREAS, from time to time, the San Francisco Fire Department retires air trucks from its fleet as it replaces them with new air trucks; and,

WHEREAS, the Fire Commission finds it to be in the City's best interest under the Administrative Code Section 6.01(d) to donate the surplus air truck to the Monte Rio Fire Protection District; now, therefore, be it

RESOLVED, that the Fire Commission urges the Board of Supervisors and the Director of Administrative Services to make a donation by the City and County of San Francisco to the Monte Rio Fire Protection District of one surplus air truck; and be it

FURTHER RESOLVED, that the Director of Administrative Services and the Fire Chief shall report the donation to the Board.

Adopted at the Regular Meeting of the San Francisco Fire Commission on February 8, 2007

Ayes: Conroy, Lau, Nakajo, Clarke, Makras

Tania Bauer, Commission Secretary



Proposed FY 08 Budget

Joanne Hayes-White
Chief of Department

Fire Commission
February 8, 2007



Budget Instructions

- Reduce baseline budget by \$1,264,105
 - 3% of current General Fund support monies
- Propose equipment with a value of no more than \$1,964,445
- Can propose one-time efficiency projects with demonstrated cost savings or revenue increases. Requests can cross over departments according to policy clusters



Budget Overview

Revenues	FY 2007	FY 2008	Difference	%
Fire Department Revenue	64,791,276	62,632,600	(2,158,676)	-3%
General Fund Support	158,492,327	158,441,699	(50,628)	0%
Support from Other City Depts	20,418,669	20,657,905	239,236	1%
Total	243,702,273	241,732,204	(1,970,069)	-1%
Expenses				
Operating Budget	217,472,317	223,843,086	6,370,768	3%
AWSS Position Expense	1,495,125	1,678,382	183,257	12%
Grants	874,759	0	(874,759)	-100%
Capital Projects	3,037,795	0	(3,037,795)	-100%
Prevention Vehicle Project	203,607	210,000	6,393	3%
Gift appropriation	200,000	0	(200,000)	-100%
Airport	13,845,159	13,783,152	(62,007)	0%
Fireboat	2,296,185	2,580,176	283,991	12%
Treasure Island	4,277,325	4,294,577	17,252	0%
Total	243,702,273	246,814,173	3,111,900	1%



Budget Target

- Current expenses \$246,814,173
- Baseline \$243,862,683
- Amount over baseline \$ 2,951,490



FY07 and FY08 Revenues

Division	Description	Budget FY07	Projection FY07	Difference	Proposed FY08	Change
All	Sales Tax Allocation	37,015,000	37,015,000	-	37,015,000	-
Prevention	All Revenues	5,729,200	6,632,410	532,594	6,937,600	1,206,400
Prevention	Overtime Recovery	600,000	1,252,882	652,882	600,000	-
Support Serv	Rental Income	191,323	200,000	8,677	230,000	38,677
Training	Treasure Island Rental	45,000	45,000	-	40,000	(5,000)
EMS	Patient Net Revenue	16,471,994	16,539,352	67,358	17,800,000	1,328,006
EMS	Misc Revenue	14,000	7,170	(6,830)	10,000	(4,000)
Admin	Building sale	3,650,000	3,650,000	-	-	(3,650,000)
Gift	Gifts and Bequests	200,000	200,000	-	-	(200,000)
UASI FY05	Homeland Grant	499,448	499,448	-	-	(499,448)
FEMA	Prevention Grant	375,311	375,311	-	-	(375,311)
Total		64,791,276	66,045,957	1,254,681	62,632,600	(2,158,676)



BFP Revenues

- Plan check time and motion study completed resulting in recommendation to add two FTE to the plan check program
- Proposing to add three new positions, two for plan check and one Information Systems positions for dedicated database development and reclassify three positions to improve operations
- Division administration costs added to all fee-based programs
- Division cost allocation revised. Proposing to increase all fees for FY08
- Budget also includes some program initiatives, such as computer replacements, the purchase and implementation of handheld data terminals for field work, and paper scanning to recapture needed office space



BFP Proposed Fees

Fee Title	Current Fee	Proposed Fee	Variance	Budget FY 07	Proposed Budget FY08	Variance
Pre App Plan Review	\$160	\$180	\$20	17,600	46,800	29,200
Water Flow Fees	\$40/\$160	\$90/\$180	\$50/\$20	41,000	45,000	4,000
Plan Checking	Schedule	Schedule		2,600,000	2,600,000	200,000
Inspection Fees	\$80	\$90	\$10	880,000	1,172,000	292,000
High Rise Insp. Fees	\$7.95 sq ft	\$9.50 sq ft	\$1.55 sq ft	1,054,000	1,168,500	114,500
SF Tax Annual Insp	\$240/\$240	\$260/\$458	\$20/\$218	720,000	1,005,000	285,000
Original Filing Fees	\$160/\$160	\$180/\$270	\$20/\$90	423,000	513,000	90,000
Re-inspections	\$80	\$180	\$100	17,600	72,000	54,400
Referral Inspection	\$80	\$90	\$10	52,000	72,000	20,000
TOTAL				5,805,200	6,694,300	1,089,100



EMS Fees

- Revenue collected is dependent on the dollar amount billed and the payer mix (Medicare, Medical, Insurance, Self Pay)
- Increasing amounts billed out does not necessarily lead to higher collections because collections depend on the payer type. For example, last year, the Department was reimbursed for 95% of what it billed out to Medicare, but only 19% of what it billed to MediCal.
- Shifts between payer types will affect the likely collection amount.



EMS Fees

Payer	Estimated Billings FY07	% Collected FY 07	Estimated Revenue	% Collected FY06	Estimated Revenue
Medicare	6,933,480	72%	5,010,547	95%	6,585,824
MediCal	5,615,650	19%	1,050,359	19%	1,050,359
Insurance	21,958,560	39%	8,562,413	40%	8,673,690
Self Pay	5,941,302	22%	1,288,648	31%	1,834,213
Non Transport	1,370,516	42%	575,364	45%	616,129
TOTAL	41,819,508		16,487,332		18,760,215



EMS Fees

- The most recent projection for the current fiscal year shows the SFFD coming in very close to its budgeted revenue figure. In past years, revenue shortfalls have resulted in hiring and expenditure freezes to regular and capital budget amounts, making it very difficult for the Department to function. While the Department wants to maximize the revenue projection to cover its expenses to the degree possible, over projecting of revenues could have significant operational consequences

FY	Budget	Actual/Projection	Variance
FY07	16,471,994	16,539,352	67,358
FY06	19,334,257	17,807,470	(1,526,787)
FY05	15,234,257	15,733,030	498,773
FY04	14,889,238	12,165,541	(2,723,697)



EMS Fees

- EMS Fee estimate was established at \$17,800,000 by using a slightly higher number than the midpoint between \$16.4 and \$18.7 (which would be \$17.6) to take into account the Medical CPI increase. This figure is an 8% increase over the current budget amount.
- American Medibanc, the billing contractor, estimated revenue of \$17.9 without any Medical CPI or reductions for the EPCR equipment costs, which will be \$277,082 next fiscal year, for a total of \$17.6 million.



Projected Expenses FY08 Operating Budget

Obj	Description	FY 07 Budget	FY 08 Budget	Variance	Change %	Budget %
1	Salaries	173,763,728	177,866,430	4,102,702	2%	79%
13	Fringe	26,095,745	25,939,053	(156,692)	-1%	12%
21	Non Personal Services	910,159	1,813,694	903,535	99%	1%
40	Materials and Supplies	3,663,955	4,561,928	897,973	25%	2%
60	Equipment	2,632,857	2,130,479	(502,378)	-19%	1%
81	Services of Other Depts	15,039,357	16,046,618	1,007,261	7%	7%
86	Expense Recovery	(3,216,588)	(3,353,869)	(137,281)	4%	-1%
87	Capital Recovery	(1,416,896)	(1,161,247)	255,649	-18%	-1%
Total		217,472,317	223,843,086	6,370,768	3%	100%



FY08 Budget Administration Highlights

- Reclassification of five civilian positions
 - 1450 Executive Secretary to 1804 Statistician
 - 1450 Executive Secretary to 1823 Sr Admin Analyst
 - 1220 Payroll Clerk to 1222 Sr Payroll Clerk (3)
- Increase in workers compensation of 398,234 based on DHR request



FY 08 Budget Operations Highlights

- By July 1, 2007 the Department anticipates 72 H 3 Level II Paramedics and 28 H 3 Level I EMTs to be hired. New classes in January and June would add 20 EMTs and 40 Paramedics.
- Average minimum staff of 296 in Operations and 1,245 suppression employees. Based on these numbers, we project an average of 13 OT shifts per day with minimum staff and number scheduled
- Budget adjusted to reduce overtime and increase regular salaries to match new model
- Salaries increased by \$6.6 million to account for number of employees and lower minimum staffing number and changes in step increases for rising cost of H2s and reduced cost of H3 level I and II and rising cost of hired level IIs
- Overtime reduced by \$6.6 million for field operations, but were increased for the Division of Emergency Communication (recovered by work order), relief factor for the Dynamic deployed ambulances (\$1.1 M), and special events.



FY 08 Budget Prevention Highlights

- Completed time and motion study of plan check program, recommend addition of two positions based on time to process permits and current workload.
- Recommended dedicated IS position added to program to continue to develop the Oracle database, work with DBI on plan check system improvements, and assist with handheld integration to Oracle database.
- Added three new positions, two 5215 Fire Protection Engineers and one 1062 IS Programmer Analyst.
- Substituted three positions: a 1424 Clerk Typist to a 1630 Account Clerk, a 1450 Executive Secretary to a 1822 Administrative Analyst, and a 1426 Senior Clerk Typist to a 1446 Secretary II.
- Added funding for initiatives such as:
 - Funds for scanning of paper records into a document management system
 - Beginning of computer replacement program on five year cycle
 - Purchase of portable data terminals and software to capture field work and interface with database system
 - Replacement of code books for new building code implementation



FY 08 Budget Support Services Highlights

- Biggest funding challenge is vehicle maintenance and repair. Aging fleet of ambulances has increased the funding need. Added \$545,754 to maintenance and repair budget
- Change to Department of Telecommunications and Information Services work order is due to the shifting of resources by the Mayor's Office onto the General Fund, and not a reduction initiated by the Fire Department.



FY 08 Budget Testing Highlights

- Added funding to complete H 20 Lieutenant and H 40 Battalion Chief promotional exams
- Also included funding for the development for the H 2 Firefighter Exam
- Assumed continuous testing and hiring of H 3 Level I EMT and Level II Paramedic
- Total cost of \$1.1 million



FY 08 Budget Uniforms

- Due to City budget shortfalls in previous years, the Department had agreed to budget reductions to its funding for uniforms and Personal Protective Equipment (PPE)
- Based on inspections conducted by the Division of Training, the Department needs to initiate a replacement plan for PPE
- The Department is proposing to replace PPE that was issued more than 7 years ago, which would be 400 sets. The cost of replacement is projected to be \$795,088, which is the amount added to the uniforms proposed budget.



FY 08 Equipment

■ Vehicles	\$4,388,020
■ Defibrillators	\$282,100-\$744,180
■ E 911 computers	\$300,000
■ Physical fitness	\$294,000
■ Radios	DEM submittal
■ Total	\$5,264,120- \$5,726,200



FY 08 Budget Equipment: Vehicles

- Because of funding constraints, the Department has been falling behind on its goal of replacing 4 engines and 1 aerial ladder truck per year. In addition, the habit of purchasing large number of vehicles in certain years means that the need for replacements will be greater in some years. Department currently uses as front line apparatus 6 engines that are at least 10 years old and four trucks that are 15 years old. Based on this information, we are recommending requesting 6 engines and two trucks. Engines $6 \times \$400,000 = \$2,400,000$ Trucks $2 \times \$708,750 = \$1,108,750$
- The Department deploys a maximum of 25 ambulances per day. On a five year replacement cycle, the Department should purchase 5 per year. We recommend requesting 5 ambulances in the budget. $\$121,800 \times 5 = \$609,000$
- The Department also deploys 16 AC/BC/RC vehicles per day. We are behind in replacing these vehicles, some of which are ten years old. We recommend requesting 4 BC/RC vehicles. $\$37,800 \times 4 = \$151,200$
- We are also recommending replacing two AWSS vehicles purchased in 1984 and 1986. $\$59,535 \times 2 = \$119,070$.
- Total Cost = \$4,388,020



Budget FY08 Equipment: Defibrillators

- EMSA agency has required all ambulances to have the ability to deploy 12 lead EKGs.
- The Department deploys a maximum of 25 ambulances daily.
- The Department also has 55 aging defibrillators that are in need of replacement.
- Cost to upgrade current equipment to be 12-lead capable. $\$10,850 \times 26 = \$282,100$
- Cost to replace 26 units with new defibrillators that would initiate a replacement program $\$28,622 \times 26 = \$744,180$



Budget FY08 Equipment: E911 Computers

- The Department has 400 computers that are connected to the E 911 network and are used to run the scheduling system.
- These computers were purchased in 1997 when the new computer-aided dispatch system was launched.
- We are proposing to replace all of the computers over two years.
- Cost = $\$1,500 \times 200 = \$300,000$



Budget FY08 Equipment: Fitness

- \$294,000
- Proposal would cover 42 stations @ \$7,000 each
- Would include aerobic and resistance equipment



Budget FY08 Equipment: Radios

- The Department is in need of a replacement plan for portable radios
- The funding proposal for this item will be submitted to the Mayor's Office by the Department of Emergency Management
- The Fire Department and the Department of Emergency Management will work together to ensure that the proposal will cover the Fire Department's needs.



Budget FY 08 NERT Program

- In the two previous fiscal years, NERT has received grant funding to administer classes. Before that time, the Department had an allocation to support the cost of NERT training
- Grant funding opportunities have reduced significantly as the UASI funding shifts to a regional approach
- The NERT program has gained significant momentum in its training efforts and wishes to continue at close to its current level
- The Department is proposing to add \$424,800, which would support the instructor and materials costs to train 2,400 people over the next year.



Efficiency Proposal

- The Department is proposing to buyout the EPCR equipment lease before the end of the four year term.
- The value of the remaining payments is \$1,220,079. If the City paid off the value as of September 2007, the amount would be \$1,105,938, a savings of \$114,141.
- The Department will have a balance of \$166,583 in the EPCR project from FY06, which reduces the amount needed for buyout to \$939,355.
- Without the buyout, EMS revenues will be reduced by 277,082 in FY08, and \$443,665 in FY09 and FY10.

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:

**February 13, 2007 (Special Meeting)****Fire Commission Special Meeting**

Tuesday, February 13, 2007 – 3:30 PM

698 Second Street, Room 101, San Francisco, CA 94107

AGENDA

Item

No

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Chief of Department	Joanne M. Hayes-White
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DOCUMENTS DEPT.

APR 28 2008

SAN FRANCISCO
PUBLIC LIBRARY**2. PUBLIC COMMENT**

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. FY 2007-08 BUDGET [Action]

Review and approval of proposed FY 2007-08 Budget

Gary P. Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

4. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Tuesday, February 13, 2007 – 3:30 PM

698 Second Street, Room 101, San Francisco, CA 94107

The meeting was called to order by President Paul Conroy at 3:40 PM.

1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo (excused at 5:30 PM)
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne M. Hayes-White

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2. PUBLIC COMMENT

John Hanley, President, San Francisco Firefighters Local 798, recommended that the H2 test be included in the FY 2007-08 Budget since the process is lengthy, from recruitment to written and physical tests, background checks and the academy. Mr. Hanley suggested that with the current rate of retirements and considerably more overtime requested of members by the Department, a new class will be needed by 2009 in order to curtail injuries to an overworked force.

3. FY 2007-08 BUDGET [Action]

Review and approval of proposed FY 2007-08 Budget

Gary P. Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

Chief Hayes-White, referring to the presentation of the proposed FY 2007-08 budget at the February 8, 2007 meeting, stated that at this meeting specific questions that Commissioners asked at that meeting will be addressed, as well as the overall changes to the budget since that time.

Julia Dawson, CFO, suggested that she review all significant changes, page by page. She proceeded to review the changes: (1) Substantial change in the operating budget due to the addition of the 10th Battalion Chief; (2) the operating budget high level summary and NERT program changed due to change in fringe calculations. The fringe calculation change frequently and are calculated by the Controller's Office and are input directly into department budgets. (3) Operating Revenue Summary increased to reflect a change in higher EMS net revenues from \$15,610 to \$16,500. She pointed out that (4) the proposed Plan Check fees schedule has been completed and is now included, with a comparison of current fees and proposed fees. She added that she has not made any further substantive changes to the revenue portion of the budget beyond correcting typographical errors.

Ms. Dawson noted that she made some changes in Operating Expense by (1) adding NERT as a program and (2) showing the Medical Director contract as professional services and not as a work order. Further changes were driven by uniform salaries, with a substantial change in premium pay and fringe calculation provided by the Controllers' Office.

Ms. Dawson noted that in keeping with the Mayor's initiative on health and fitness, the Department has included health/fitness equipment in the equipment side of the budget and asked for an H3 Firefighter/Paramedic position to serve as the health and fitness coordinator for the Department. Another substantial change is the additional funds for the test kits that are used for the bladder cancer screening for all employees in the Fire Department. The Department proposes to make this an annual screening.

Commissioner Conroy wished to know if Commissioner Makras' previous request that the Department pay for the cost of badges for retirees was included. Chief Massetani stated that the cost was not included but that the Department would take direction from the Commission. To that end, Commissioner Makras moved and Commissioner Lau seconded. The motion was approved. (4-0). Commissioner Makras explained that what he had envisioned was that the Department provide a badge to the retiree in good standing, regardless of years of service.

Ms. Dawson noted that at the Commission's request, a tenth battalion chief has been added to the budget request at a 4.2 FTE. Battalion 5 would be activated, with the Battalion Chief located at Station 21. Chief Hayes-White pointed out that during the day this person would report to Headquarters to work at the direction of both Deputy Chiefs on administrative matters or special projects but at night and on weekends they would be back at Battalion 5.

Ms. Dawson stated that field overtime has been adjusted to \$8.6 million, up from \$8.3 million, and is driven by minimum staffing. An additional \$100,000 has been added for special events deployment since the Department can no longer assign companies out of their service areas to cover events such as Halloween or July 4th.

Commissioner Conroy, referring to earlier public comment, asked whether due to the hiring of H3 Level 2s and now H3 Level 1s, the H2 Firefighter ranks were being depleted due to retirements. He wondered how long it would take to prepare the hiring process for the H2s, including the CPAT. He added that he heard concerns about the increase in the level of overtime shifts and that it could lead to injuries and more sick time resulting in a compounding of overtime.

Chief Hayes-White responded that the Department planned to have H40 Battalion Chief and H20 Lieutenant tests in FY 2007-08. An H2 test had been envisioned in early FY 2008-09. She added that the Department had opted for the coming fiscal year to retain a decentralized examination unit. She added that to a great extent, the Department's planning is based on projected retirements.

Commissioner Conroy suggested that perhaps the Department could consider having the H2 test in the FY 2007-08 and having the Department of Human Resource (DHR) develop and administer the H2 test while the Department's Exam Unit concentrates on the H40 and H20 exams. Chief Hayes-White responded that the plan was to hire a consultant who would work closely with both with DHR and the Exam Unit.

Commissioner Makras believed that the H2 should be given in FY 2007-08 and that it would be an advantage to the Department. He asked Chief Hayes-White what the test would approximately cost. She responded that it would be approximately \$250,000. Commissioner Makras moved that the budget should be adjusted to include a third test in FY 2007-08, including a 1244 position. Commissioner Lau seconded. The motion was unanimously approved.

(4-0). Furthermore, Commissioner Makras requested a list of premiums received by members of the Department for the Commission's review.

Chief Hayes-White wished to acknowledge the work of Fire Marshal Chief Schultheis in providing a much needed review and overhaul in Fire Prevention with an examination of the fees the Department charges and, thereby, providing more FTEs and better service. In addition, she wished to acknowledge Mark Corso, Senior Administrative Analyst, for his assistance to Ms. Dawson in coordinating the budget.

Chief Massetani, in response to Commissioners Makaras' request to have GPS equipment installed on all apparatus, introduced Captain Robert Kuzma to provide a briefing on the Automatic Vehicle Locator (AVL). Captain Kuzma assured Commissioner Makras and the Commission that the technology already exists whereby, at the time of dispatch, the information of how to get to the incident has already been sent to the units. Currently, only the ambulances have AVL but the Department plans to update the system by working through the Department of Emergency Management to budget this item in the FY 2007-08 and the following budget cycle.

Ms. Dawson explained that this item would be considered as an E911 fee eligible activity and would not come from the General Fund. It is a tax for E911 services that is added to everyone's telephone bill. The revenues are used by the Emergency Communications Division to fund their activities and related equipment. Captain Kuzma added that the fees are dispersed between departments and the Fire Department's share for the next fiscal year would be \$327,000. The Department plans to use the funds for an AVL server and for software that would reside in field units and to replace 50 portable radios. The following fiscal year, the Department plans to receive \$500,000 to provide GPS capability to engines and trucks, not only for the frontline equipment but also for relief apparatus.

Discussion ensued of how this should be proposed to the Department of Emergency Management, and with further explanation by Captain Kuzma of how the AVL/GPS system would function. Commissioner Makras moved that the Department should make a notation in the FY 2007-08 Budget book that it expects to receive funding for the GPS system from the Department of Emergency Management for the GPS system in FY 2008-09 in the amount of \$500,000. Commissioner Lau seconded. The motion was unanimously approved (4-0). Chief Hayes-White added that she will ask Laura Phillips, Executive Director, for a document verifying such an agreement since the Department of Emergency Management is the funding authority.

Commissioner Makras asked for clarification regarding the 1450 Executive Secretary process since he understood that it would affect the Commission office and the Commission Secretary. Chief Massetani explained that the Department plans to transfer the accident/claims function performed currently by the 1450 and the Commission Secretary to Finance, where the 1450 position will be upgraded to an 1823 Senior Administrative Analyst. He added that discussions about workload have taken place with President Conroy and the Department has offered either temporary modified duty personnel and/or two permanent persons that will be trained to backfill the Commission Secretary when she is on vacation or on sick leave. Commissioner Conroy added that in the event that the Commission Secretary needs assistance with large projects, the Department will identify a pool of people who can provide assistance.

Commissioner Makras stated that he is opposed to this move and believes that the Commission office needs two positions. He does not believe it is prudent to have one position only and others backfilling on an as-needed basis. If the Department eliminates the position, he believes that we have to be prepared for less service and he believes that to be inconsistent with the workload. Commissioner Makras enumerated some of the city's large commissions, such as the Police, Port and Airport, and noted that none of them functioned with only one person, the Commission Secretary. He stated that if the Commission wishes to cut back in this area, he will

be its conscience when certain expectations are not met since it will not be possible for one person to do all the work done by a two-person team. He added that the Commission Secretary is the number one way by which the public communicates with the Commission. It is also the number one way in cases of disciplinary hearing before the Commission for firefighters, whose careers may be at risk, to call the Secretary for guidance. He reiterated that stripping services from such an area is not something he supports.

Commissioner Conroy stated that he did not wish to strip services and that he was familiar with the Commission Secretary's workload, having worked closely with her over the past three years. He stated that we are not just talking about eliminating a position, but also transferring responsibilities away from the Commission Secretary. Also, what will be done is to designate an individual, who would be trained by the Secretary, and who could step in when the Commission Secretary was sick or on vacation and prepare an agenda and craft minutes. This had not been done before and would actually be very helpful to the Secretary.. He added that as we move forward with this change we have to be flexible and be sure to give the Commission Secretary the support that is needed. He was comfortable with the move, based upon his having worked closely with the Commission Secretary over the past three years.

Commissioner Clarke moved for approval of the FY 2007-08 Budget, with amendments as noted, and Commissioner Lau seconded. The motion was approved 4-0 (Conroy, Lau, Clarke, Makras).

Please note: The FY 2007-08 Budget as transmitted to the Mayors' Office is attached

4. ADJOURNMENT

The meeting was adjourned at 6:10 PM.



San Francisco Fire Department Fiscal Year 2008 Proposed Budget



San Francisco Fire Commission City and County of San Francisco

President Paul A. Conroy
Vice President George Lau
Commissioner Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner Victor Makras

Joanne Hayes-White, Chief, San Francisco Fire Department
Gary P. Massetani, Deputy Chief, Administration
Julia Dawson, Chief Financial Officer

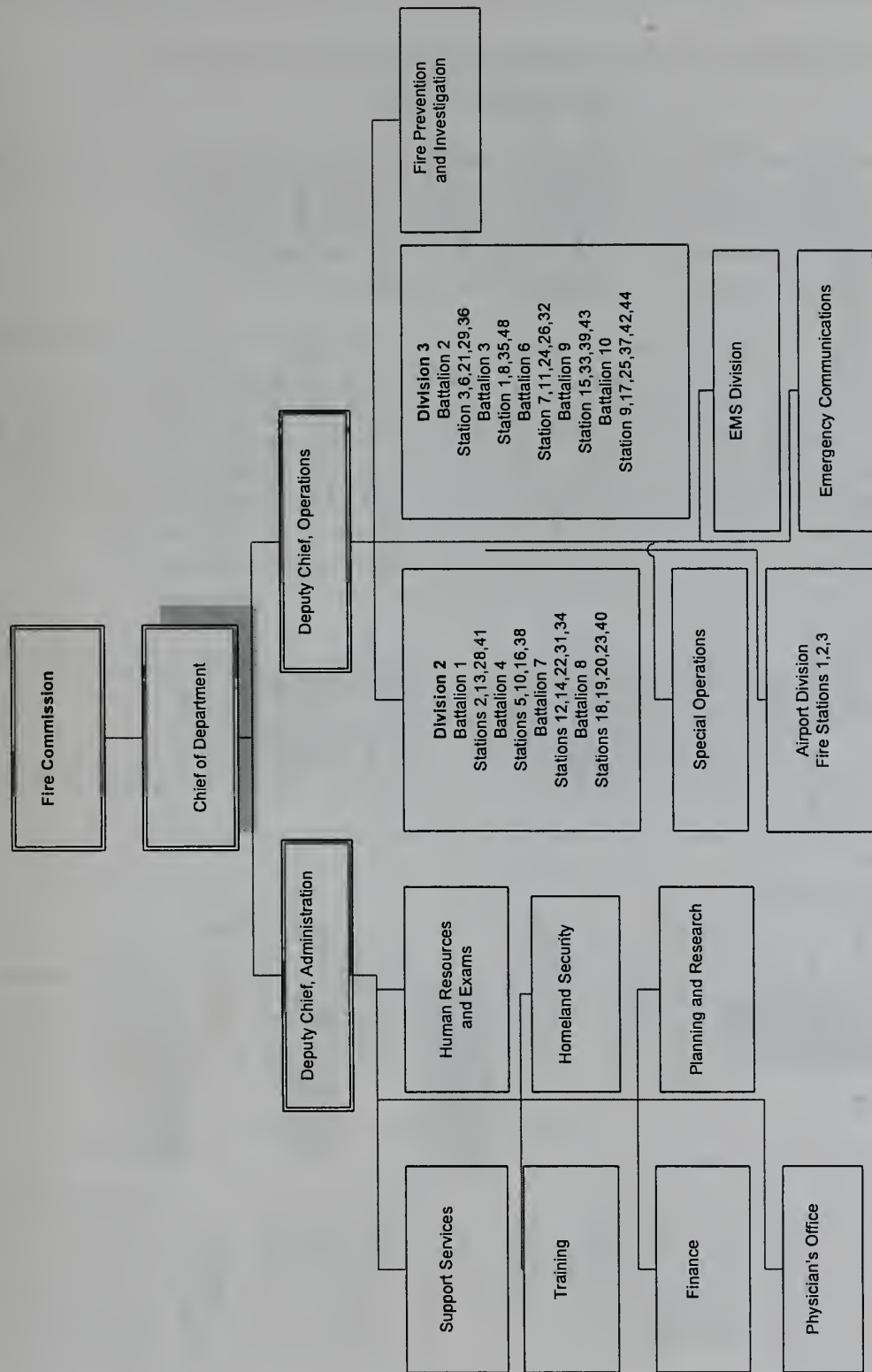
February 21, 2007

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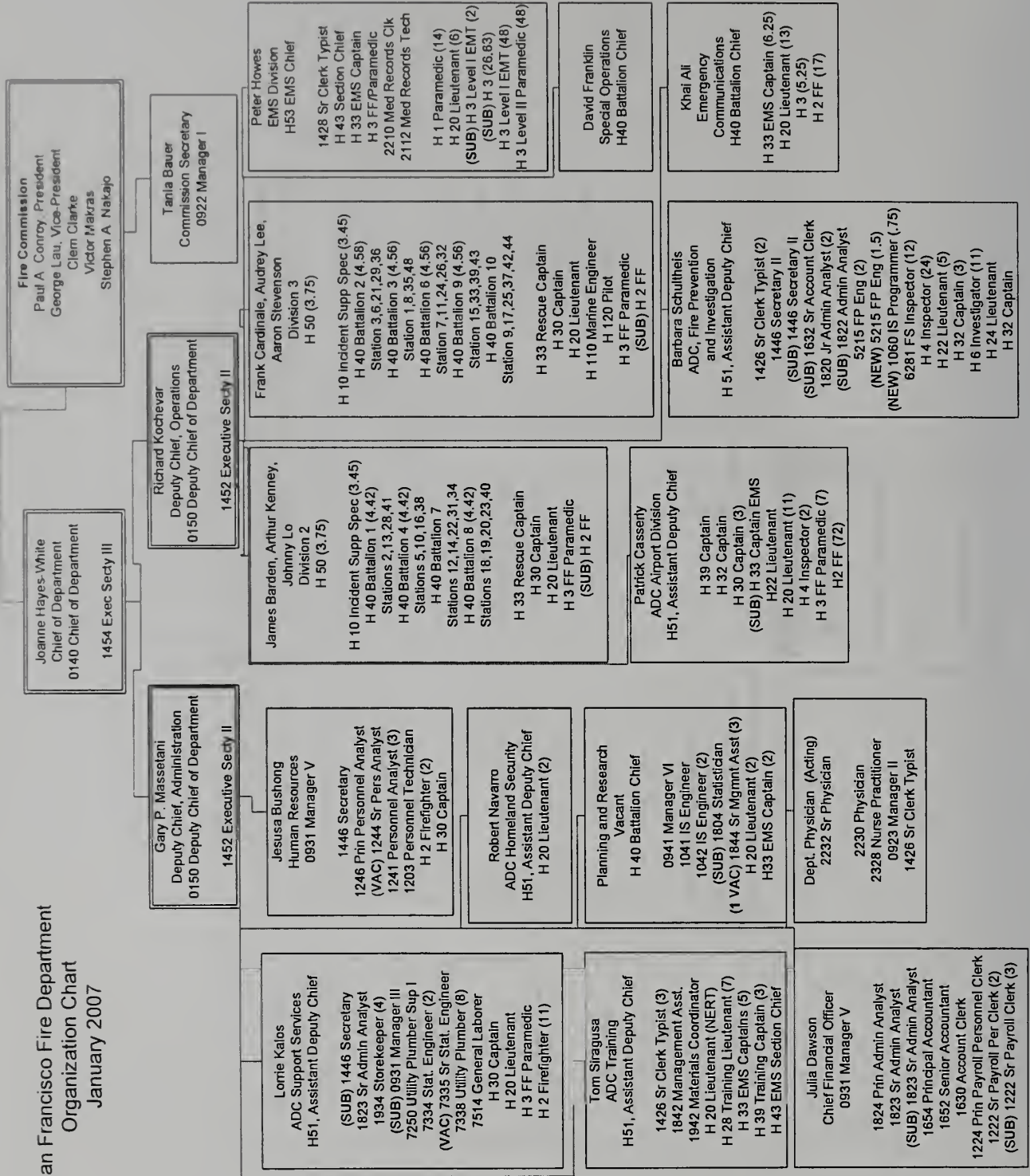
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San Francisco Fire Department
High Level Organization Chart
January 2007



San Francisco Fire Department
Organization Chart
January 2007



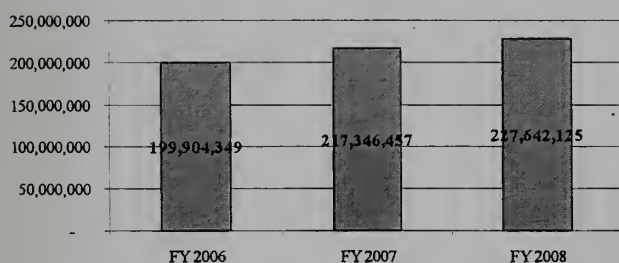
SAN FRANCISCO FIRE DEPARTMENT BUDGET SUMMARY FISCAL YEAR 2008

MISSION: The Mission of the Fire Department is to protect the lives and property of the people of San Francisco from fires, natural disasters, and hazardous materials incidents; to save lives by providing emergency medical services; to prevent fires through prevention and education programs; and to provide and work environment that values cultural diversity and its free of harassment and discrimination.

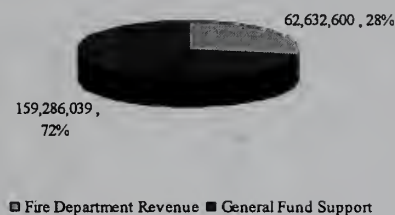
DIVISIONS: The Fire Department currently has six divisions in its operating budget: Administration, Fire Investigation, Operations, Fire Prevention, Support Services, and Training, and the Auxiliary Water Supply System (AWSS), which is allocated in an annual project. It also has separate project budget allocations for examinations testing and uniform purchasing. The Fire Department also has two divisions and one fire station funded by other sources: the Airport Division, supported by Airport funding, the Fireboat, supported by the Port of San Francisco, and the Treasure Island Station, funded by the Treasure Island Development Authority.

	FY 07 GF Operating Budget	FY 08 GF Operating Budget	Change in Budget	% Change
Expenditures	217,472,317	227,642,125	10,169,807	5%

Operating Budget



Operating Revenues



BUDGET INFORMATION, PROCESS, AND GUIDELINES FOR USING THIS DOCUMENT

The budget for the San Francisco Fire Department (SFFD) is created and approved by the Chief of the Department and staff, reviewed and approved by the Fire Commission, and forwarded to the Mayor's Office for review and adjustments. On June 1, the Mayor forwards the proposed budget to the San Francisco Board of Supervisors for its review and approval.

In November 2005, San Francisco voters passed Proposition F, which requires the City to maintain and operate neighborhood firehouses and emergency apparatus at the same location and to the same extent as existed on January 1, 2004.

Guidelines for Using This Document

This document contains a variety of budget information. This book contains summary tables on Departmental revenues and expenses followed by detailed revenue line item explanations. After the revenue section, the document has a brief outline of the Department's operating expenses by division at the object level followed by detailed descriptions of each division's expenses, positions, and line item explanations. It ends with a summary of the capital budget and equipment.

HIGH LEVEL BUDGET SUMMARY

Operating Budget Revenues	Combined Budget FY 2007	General Fund Budget FY 2008	Non-GF Budget FY 2008	Variance	% Change
Fire Department Revenues	64,791,276	62,632,600		(2,158,676)	-3%
General Fund Support	158,492,327	159,286,039		793,712	1%
Airport	13,845,159		13,964,523	119,364	1%
Port	2,296,185		2,587,247	291,062	12%
Interfund Transfer	210,000	210,000	0	0	0%
Total	239,634,948	222,128,639	16,551,770	(954,538)	0%
Operating Budget Appropriations					
Operating Budget	217,472,317	227,642,124		10,169,807	5%
AWSS Labor Expense	1,495,125	1,755,645		260,520	17%
NERT Program		428,832		428,832	100%
UASI Grant	499,448	0		(499,448)	-100%
FEMA Grant	375,311	0	21,734	(353,577)	-94%
Capital -- Facilities Maintenance	400,000	0		(400,000)	-100%
Capital -- AWSS Maintenance	1,900,000	0		(1,900,000)	-100%
Capital -- Generator Replacements	272,420	0		(272,420)	-100%
Capital -- UST Monitoring	215,375	0		(215,375)	-100%
Capital -- AWSS System Review	250,000	0		(250,000)	-100%
Interfund Transfer -- Prevention Vehicle	210,000	210,000	0	0	0%
Fund					
Equipment -- Prevention vehicle replacement	203,607	17,193		(186,414)	-92%
Gifts	200,000	0		(200,000)	-100%
Airport	13,845,159		13,964,523	119,364	1%
Fireboat	2,296,185		2,587,247	291,062	13%
Treasure Island	4,277,325		4,320,711	43,386	1%
Treasure Island Expense Recovery	4,277,325		4,277,325	43,386	0%
Total	243,702,273	230,053,795	16,616,890	7,035,737	3%
Over (Under) Target		7,925,156	65,120		

Revenue Summary

San Francisco Fire Department Budget FY 2008

OPERATING REVENUE SUMMARY

Revenue Source	Actual FY 2006	Budget FY 2007	Projection FY 2007	Variance		Variance	
				Budget to Actual	Budget FY 2008	Budget 07 to 08	% Change
Medical Cannabis Dispensary Fee	400	1,000	1,760	760	800	(200)	-20%
Property Rentals	198,137	191,323	200,000	8,677	230,000	38,677	20%
UASI Grant Funding	382,434	499,448	499,448	0	0	(499,448)	-100%
FEMA Grant	0	375,311	375,311	0	0	(375,311)	-100%
Public Safety Sales Tax Alloc.	34,671,909	37,015,000	37,015,000	0	37,015,000	0	0%
Prevention Misc Revenue	3,289	0	1,924	1,924	2,000	2,000	100%
False Alarm Response Fee	212,330	105,000	294,000	189,000	220,500	115,500	110%
Pre Application Plan Review	24,590	17,600	45,440	27,840	46,800	29,200	166%
Water Flow Request Fee	54,260	41,000	44,036	3,036	45,000	4,000	10%
Fire Plan Checking	2,446,448	2,400,000	2,486,800	86,800	2,600,000	200,000	8%
Fire Inspection Fees	841,003	880,000	1,003,290	123,290	1,172,000	292,000	33%
High Rise Inspection Fee	1,036,231	1,054,000	1,054,000	0	1,168,500	114,500	11%
SFFD Tax Collection Fee	763,791	720,000	720,000	0	1,005,000	285,000	40%
SFFD Original Posting Fee	369,521	423,000	492,982	69,982	513,000	90,000	21%
Fire Code Reinspection Fee	34,634	17,600	40,666	23,066	72,000	54,400	309%
Fire Referral Inspection Fee	58,240	52,000	56,340	4,340	72,000	20,000	38%
Other Public Safety Charges	48,845	18,000	20,556	2,556	20,000	2,000	11%
Other Revenue (OT Recovery)	735,641	600,000	1,252,882	652,882	600,000	0	0%
Other Revenue (Training Fees)	41,158	45,000	45,000	0	40,000	(5,000)	-11%
Other Patient Net Revenue	17,807,470	16,471,994	16,539,352	67,358	17,800,000	1,328,006	8%
EMS Miscellaneous Revenue	12,170	14,000	7,170	(6,830)	10,000	(4,000)	-29%
Gain/Loss of Building Sale	0	3,650,000	3,650,000	0	0	(3,650,000)	-100%
Gifts and Bequests	333,452	200,000	200,000	0	0	(200,000)	-100%
Grand Total	60,075,953	64,791,276	66,045,957	1,254,681	62,632,600	(2,158,676)	-3%

REVENUE NARRATIVE

Character 250 Fines and Forfeitures

Medical Cannabis Dispensary Fee

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
20150	400	1,000	1,760	800	(200)

The Fire Department receives a small fee related to inspections for medical cannabis dispensaries.

Character 350 Rents and Concessions

Other City Property Rentals

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
39899	198,137	191,323	200,000	230,000	38,677

The Fire Department receives rental revenues from mobile phone companies that have installed transmission towers on Department property. In past years, the Department of Real Estate debited its costs from the revenue, resulting in a lower figure. The Department has adjusted this revenue to reflect the actual amount of rents collected and has added a work order to Real Estate in Support Services to cover the cost of this group's services.

Character 450 Intergovernmental Revenues State

Public Safety Sales Tax Allocation

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
48311	34,671,909	37,015,000	37,015,000	37,015,000	0

The Fire Department receives a portion of City sales tax revenues allocated from the state for public safety purposes to support its operations. The Controller projects these revenues and certifies them for the annual budget.

Character 600 Charges for Services

The following three tables contain summary information on the revenue proposal for Fire Prevention. The first and second table summarize the proposed fees. The third table provides a comparison of other Fire Prevention programs in California.

FIRE PREVENTION PROPOSED FEES SUMMARY TABLE

Fee Title	Current Fee	Proposed Fee	Variance	Proposed	
				Budget FY07	Budget FY08
Pre-Application Plan Review	\$160	\$180	\$20	17,600	46,800
Water Flow Fees	\$40/\$160	\$90/\$180	\$50/\$20	41,000	45,000
Plan Check	See Schedule	See Schedule		2,400,000	2,600,000
Inspection Fees	\$80	\$90	\$10	880,000	1,172,000
High Rise Inspection Fees	\$7.95 sq ft	\$9.50 sq ft	\$1.55 sq ft	1,054,000	1,168,500
Annual Inspections	\$240/\$240	\$260/\$458	\$20/\$218	720,000	1,005,000
Original Filing Fees	\$160/\$160	\$180/\$270	\$20/\$90	423,000	513,000
Re-Inspections	\$80	\$180	\$100	17,600	72,000
Referral Inspections	\$80	\$90	\$10	52,000	72,000
TOTAL				5,605,200	6,694,300
					1,089,100

PROPOSED PLAN CHECK FEE SCHEDULE

From	To	FY 2007 Fees	FY 2008 Proposed Fees	Variance
\$0	\$500	\$52.34	\$45.00	(\$7.34)
\$500	\$2,000	\$52.34	\$60.09	\$7.75
\$2,000	\$25,000	\$68.32	\$78.57	\$10.25
\$25,000	\$50,000	\$249.75	\$287.21	\$37.46
\$50,000	\$100,000	\$382.57	\$439.96	\$57.39
\$100,000	\$500,000	\$560.09	\$644.10	\$84.01
\$500,000	\$1,000,000	\$1,144.06	\$1,315.67	\$171.61
\$1,000,000	\$5,000,000	\$1,553.06	\$1,785.67	\$232.61
\$5,000,000		\$4,038.49	\$4,644.26	\$605.77

COMPARISON TO OTHER JURISDICTIONS FOR FIRE PREVENTION FEES

Program	San Francisco	Oakland	San Jose	Los Angeles	San Diego	Sacramento
Field Inspection	\$90/hour	\$109.77/hour	\$485 up to 5,000 square feet	\$135/hour	Included in permit fee until 3 rd inspection, \$150	\$187/hour, minimum 2 hours
Plan Review	Valuation based on cost of job. See schedule	65% of building permit fee	\$185/hour	\$121/hour	Based on type of job with associated schedule of values	Based on type of job with associated schedule of values
Re-inspection	\$180	\$109.77/hour	\$134/hour	\$135/hour, 2 hour minimum (\$270)	\$99/hour	\$140.25/hour
High Rise Permits	\$9.50 per 1,000 sq ft		\$1,319 for business, \$908 for residential	Fee based on property value	\$10.63 per 1,000 sq ft	Tiered fee schedule based on square footage
Water Flow	\$90/\$180	\$109.77/hour	\$185 hour, minimum 3 hours (\$555)	Performed by the Water Dept.	\$400 each	\$140.25 per hour
Pre Application	\$180	\$404	No charge (in permit fee)	\$135/hour	\$333 each	\$46.75 for 30 minutes (\$93.50 per hour)

Permits excluded from table because of the varying methodologies used by each jurisdiction.

False Alarm Response – Operations

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60629	212,330	105,000	294,000	220,500	115,500

This fee covers the cost of the Fire Department's response to a false alarm determined to be caused by alarm malfunctions once the Department has visited the location twice in any calendar year. The collections from this fee, implemented in FY 05, has been increasing as more bills are issued.

Other General Government Charges – Fire Prevention

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60199	3,289	0	1,924	2,000	2,000

Fire Prevention collects copying fees for records requests. The amounts collected are deposited in this subobject.

Pre Application Plan Review – Fire Prevention

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60663	24,590	17,600	45,440	46,800	29,200

As part of the revision to Fire Prevention fees, the Pre-Application plan review fee is proposed to increase from the current fee of \$160 to \$180.

Water Flow Request Fee – Fire Prevention

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60664	54,260	41,000	44,036	45,000	4,000

As part of the revision to Fire Prevention fees, the Water Flow fee is proposed to increase from the current fee of \$40 for an information request and \$160 for a water flow test to \$90 for the information request and \$180 for the water flow test.

Fire Plan Checking – Fire Prevention

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60667	2,446,448	2,400,000	2,486,800	2,600,000	200,000

This fee is generated by the Department's review of plans for compliance with fire safety regulations. As part of the revision to BFP revenues, the entire plan check fee schedule will be increasing by approximately 15% in each cost category.

Fire Inspection Fees – Fire Prevention

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60668	841,003	880,000	1,003,290	1,172,000	292,000

The Department performs field inspections to certify that building construction is in compliance with fire safety regulations. Fire inspection fees are being proposed to increase from \$80 to \$90 per inspection.

High Rise Fire Inspection Fee – Fire Prevention

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60670	1,036,231	1,054,000	1,054,000	1,168,500	114,500

Inspectors visit high rise structures to inspect the fire and life safety systems pursuant to Section 13217 of the California Health and Safety Code. The Department is proposing to increase this fee from \$7.95 per 1,000 square foot of assessed value to \$9.50 per 1,000 square feet.

SFFD Tax Collection Renewals – Fire Prevention

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60671	763,791	720,000	720,000	1,005,000	285,000

Authorized by the Business and Tax Regulation Code, the Tax Collector's Office collects an annual license fee for inspection of buildings that contain activities that involve fire safety, including but not limited to public assemblies, parking garages, gas stations, and buildings where flammable liquids and hazardous materials are stored or used. The fees are currently \$240 and

are proposed to increase to \$270. Public assembly fees, however, are proposed to increase from \$240 to \$458 to cover increased enforcement of public assembly limits on weekend nights.

SFFD Original Filing Fees – Fire Prevention

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60672	369,521	423,000	492,982	513,000	90,000

This revenue is from fees charged for plan review services. This fee is currently \$160 and the Department is proposing to increase the fee to \$180. However, certain types of jobs take longer than the \$180 standard fee. Approximately 500 of these permits fall into this category (there are about 2,100 issued annually). The Department is proposing to increase these permits to \$270 because of the more extensive time that they take to perform the plan review.

Fire Code Reinspections – Fire Prevention

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60673	34,634	17,600	40,666	72,000	54,400

The Department charges a fee for inspection to determine compliance with Fire Code regulations so violations can be abated. Under the fee revision plan, this fee would increase from \$80 to \$180.

Fire Referral Inspection – Fire Prevention

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60674	58,240	52,000	56,340	72,000	20,000

This fee is for inspections to determine compliance with Fire Code regulations. The Department verifies that reasonable safety exists for occupancies requiring a Fire Department clearance by other government agencies, including the Department of Public Health and the San Francisco Police Department. The Department is proposing to increase this fee from \$80 to \$90.

Other Public Safety Revenues – Fire Investigation

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60699	48,845	18,000	20,556	20,000	2,000

The Fire Investigation Division collects fees for services related to subpoena processing and fire reports. In FY 2006, some plan check revenues were incorrectly credited to this subobject, which artificially raised the actual revenues collected.

Other Public Safety - Overtime Recovery for Fire Prevention

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60699	735,641	600,000	1,252,882	600,000	0

This item reflects the revenues received for overtime expenditures of the Division of Fire Prevention to perform inspections and plan reviews. These amounts are collected only if the service is requested. The Department has not increased this line item because it anticipates that it will use less overtime to complete plan review due to the increase in staffing allocated to that program.

Other Public Safety Revenues – Training

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
60699	41,158	45,000	45,000	40,000	(5,000)

The Division of Training charges fees for using the Department training facility on Treasure Island. Because of the actual amount collected in the past fiscal year, the Department has lowered this amount by \$5,000.

Other Patient Net Revenue, Ambulance Services

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
65907	17,807,470	16,471,994	16,539,352	17,800,000	1,328,006

The Department receives revenue for ambulance services provided to the public. In FY06, the Fire Department issued \$38.5 million in bills, but only received \$17.8 million in net revenue for

a revenue collection rate of 46%. (Net revenue is defined as revenue collections minus billing fees and refunds.) The table below shows the percentage of revenue collected by payer type and the percentage collected compared to the amount billed.

Payer	% of Revenue Collected	% Collected as Compared to Amount Billed
Medicare	32%	95%
Medical	5%	19%
Insurance	52%	40%
Self Pay	9%	31%
Non Transport	3%	45%
Bureau of Delinquent Revenue	2%	

Certain payers, such as Medicare, come close to reimbursing the Department for the amount of services billed, while others are significantly less. This gap between the billed amount and the collected amount makes using revenue collected as an assessment of collection rate misleading. Many health care programs have capitated rates that limit the amount of reimbursement that the Department will ever receive for its services from those payers. For example, Medical only reimburses about \$120 per transport plus incidentals, while the Department's services cost between \$700 and \$800 depending on the medical services provided.

The Department is working on new reports to assess collection rate by billed account rather than dollars collected, so that it can present a more accurate picture of collections and better revenue estimates.

For FY 2007, actual collections were \$7.9 million as of December, which is \$500,000 less than last fiscal year for the same period. However, a delay in Medical reimbursements explains this difference in collections.

Payer	July-Dec FY06	%	July-Dec FY07	%
Medicare	2,713,395	32%	2,505,274	31%
Medical	430,939	5%	149,814	2%
Insurance	4,157,625	49%	4,281,206	54%
Self Pay	761,174	9%	644,324	8%
Treasurer BDR	228,262	3%	107,417	1%
Non Transport	198,946	2%	287,682	4%
Total Collected	8,490,340		7,975,718	

In FY 2007, the actual amount billed for transports has increased by 19%. Some of this increase has been in payer classes in which the City receives close to full reimbursement of its costs, such as Medicare. However, other increases have been in payer classes such as Medical and Self Pay, and the City will not receive as high a reimbursement from those payers.

Payer	July-Dec FY06	% of total	July-Dec FY07	% of total	Difference
Medicare	2,284,269	13%	3,466,740	17%	1,182,471
Medical	1,499,893	9%	2,807,825	13%	1,307,932
Insurance	11,854,483	67%	10,979,280	53%	(875,203)
Self Pay	1,434,956	8%	2,970,651	14%	1,535,695
Non Transport	542,292	3%	685,258	3%	142,966
Total Billed	17,615,892		20,909,754		

With six months of revenue data, the Department projects that billings could reach a total of \$41.8 million.

Payer	Projected Billings FY 2007	% of billed collected in FY07	Estimated Revenue	% of billed collected in FY06	Estimated Revenue
Medicare	6,933,480	72%	5,010,547	95%	6,585,824
Medical	5,615,650	19%*	1,050,359	19%	1,050,359
Insurance	21,958,560	39%	8,562,413	40%	8,673,690
Self Pay	5,941,302	22%	1,288,648	31%	1,834,213
Non Transport	1,370,516	42%	575,364	45%	616,129
Total	41,819,508		16,487,332		18,760,215

* adjusted to match FY06 figures because of billing delay.

Because of the wide range of revenue collection possible for EMS revenues, the Department has budgeted \$17.8 million for FY08. This amount is slightly higher than the midpoint between the low and high estimates.

Miscellaneous Revenues – Operations Emergency Medical Services

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
65999	12,170	14,000	7,170	10,000	(4,000)

The Department receives a cost recovery fee for medical record information. The Department has reduced the budgeted amount based on actual revenues collected in the current year.

Character 750 Other Revenues**Gain/Loss from Building Sale**

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
76123	0	3,650,000	3,650,000	0	(3,650,000)

The City expected to see revenues from the sale of properties at 1648 Pacific Avenue and 2350 19th Avenue in Fiscal Year 2006. The sale of these two properties occurred too late to be recognized, so they were been budgeted again in FY07. The Department is anticipating that the revenues will be recognized in FY 2007.

Gifts

Sub Object	Actual FY 2006	Budget FY 2007	Projection FY 2007	Budget FY 2008	Variance
78101	333,452	200,000	0	0	(200,000)

Last year, the Department recognized in its budget two gifts of \$100,000, one from Fireman's Fund and one from Johnson and Johnson. This year, we do not anticipate that such gifts will be included in the budget.

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OPERATING EXPENSE APPROPRIATIONS SUMMARY NARRATIVE

The San Francisco Fire Department has seven financial divisions in the General Fund: Administration, Fire Investigation, Operations, Fire Prevention, Support Services, Training, and AWSS. This year, we have also added funding for the NERT program. The Department has separate budget allocations for uniforms and human resources examinations. All of the expense summary tables and division budget detailed tables show financial information according to the City's object codes as described below:

Salaries (Object 001-011): The changes in salary budgets reflect changes in employee salary steps, cost of living increases negotiated in labor agreements, reassignments, and reclassifications.

Mandatory Fringe Benefits (Object 013): This category includes the negotiated changes to health benefit rates. It also shows the City's contribution to the retirement system.

Non-Personal Services (Character 021 to 035 and 052 to 053): Non Personal Service expenses cover the cost of contract for health checks of uniform personnel, the Medical Director contract, contracts for investigators, specialized trainers, and maintenance services. This category also includes the cost of equipment maintenance and rentals, copier rentals, subscriptions, freight and delivery charges, photography, and other miscellaneous services.

Materials and Supplies (Object 040): Materials and supplies expenses include field supplies and tools, fuels and lubricants for the fleet, medical supplies, and office supplies.

Services to Other Departments (Object 081): The Department purchases a variety of services from other City departments, such as medical and drug testing, workers compensation management services and payments, vehicle maintenance, phone and information technology services, reproduction services, light, heat, and power, and the rental expense for the Treasure Island Training Facility.

Recovery from Other Departments (Object 086): The Department receives payments to recover the cost of positions that are assigned to perform work for other City agencies.

Capital Recovery (Object 087): The Department receives a reimbursement from the U.S. Navy for fire suppression services provided to the Hunters Point Shipyard.

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GENERAL FUND OPERATING EXPENSE APPROPRIATIONS SUMMARY BY OBJECT

Obj	Description	FY 2006 Actual	FY 2007 Budget	FY 2008 Budget	Variance Budget 07 to 08	% Variance
001	Permanent Salaries	4,785,379	5,389,914	6,097,254	707,340	13%
002	Uniform Salaries	122,466,761	134,229,259	141,357,826	7,128,567	5%
003	Platform Salaries	114,880				
004	Nurses Salaries	0	115,206	146,430	31,224	27%
009	Premium Pay	17,737,273	19,982,016	21,812,861	1,830,845	9%
010	Retroactive Salaries	3,837,917	0			
011	Overtime	5,601,495	14,047,333	10,164,191	(3,883,142)	-28%
012	Holiday Pay	17,742	0	13,023	13,023	100%
013	Mandatory Fringe	24,353,874	26,095,745	27,459,814	1,364,069	5%
	Total Labor	178,915,321	199,859,473	207,051,550	7,192,077	4%
021	Travel	2,330	7,000	73,000	66,000	943%
022	Training	96,307	75,010	77,000	1,990	3%
023	Local Field Expense	120	0	0	0	0%
024	Membership Fees	5,212	3,212	3,190	(22)	-1%
027	Professional Services	223,042	212,404	853,824	641,420	302%
028	Building Maintenance	20,090	304,600	280,600	(24,000)	-8%
029	Equipment Maintenance	36,942	49,094	118,500	69,406	141%
030	Rents & Leases Property	3,502	3,500	404,395	400,895	11,454%
031	Rents & Leases Equipment	60,531	0	0	0	0%
032	Utilities	41,810	60,375	51,000	(9,375)	-16%
035	Other Current Expenses	131,984	106,764	142,640	35,876	34%
040	Materials & Supplies	3,483,538	3,663,955	4,598,283	934,328	26%
052	Taxes, Licenses & Permits	70,138	87,200	99,223	12,023	14%
053	Judgments and Claims	19,780	1,000	1,000	0	0%
060	Equipment	2,755,966	2,664,062	2,130,479	(533,583)	-20%
081	Services to Other Depts	14,269,452	15,303,843	16,329,341	3,033,457	20%
086	Recovery from Other Depts	(166,012)	(3,216,588)	(3,410,653)	(194,065)	6%
087	Capital Recovery	(1,561,530)	(1,416,896)	(1,161,247)	255,649	-18%
	Grand Total	198,408,523	217,495,008	227,642,125	11,882,076	5%

OPERATING EXPENSE APPROPRIATIONS SUMMARY BY DIVISION

Obj	Title	Admin	Investig	Operations	Prevention	Support Svces	Testing	Training	Uniforms	Total
001	Permanent Salaries	3,129,673	45,812	124,775	2,150,481	412,228		234,283		6,097,254
002	Uniform Salaries	1,394,497	1,384,394	131,322,612	3,617,323	1,438,570		2,200,580		141,357,976
004	Nurses Salaries	146,430								146,430
009	Premium Pay	127,850								21,812,861
011	Overtime	231,411	161,713	20,671,210	434,032	210,670	18,614	188,762		10,164,191
012	Holiday Pay		65,000	8,637,084	525,000	270,763	232,673	202,260		13,023
013	Mandatory Fringe	1,165,855	272,854	23,873,583	1,245,318	432,000	4,398	465,815		27,459,814
	Total Labor	6,195,719	1,929,764	184,642,287	7,972,164	2,764,231	255,685	3,291,700		207,051,550
021	Travel	3,500					69,500			73,000
022	Training	77,000								77,000
024	Membership Fees	3,190								3,190
027	Prof. Services	100,000		319,479	60,000		313,791	60,554		853,824
028	Building Maintenance					280,600				280,600
029	Equipment Maintenance					118,500				118,500
030	Rents and Leases - Property					3,000	401,395			404,395
032	Utilities							51,000		51,000
035	Other Current Expenses	54,400	1,300	4,000	24,000	48,600	10,240	100		142,640
040	Materials and Supplies	126,070	6,950	22,500	113,500	2,736,799	6,920	107,810	1,477,734	4,598,283
052	Taxes, Licenses, & Permits	600				50,623		48,000		99,223
053	Judgments and Claims			1,000						1,000
060	Equipment			2,130,479						2,130,479
081	Services of Other Depts	8,504,459		258,854	60,561	5,276,071	304,396	1,925,000		16,329,341
	Total Non Labor	8,869,213	8,250	2,736,312	258,061	8,514,193	1,106,242	2,192,464	1,477,734	25,162,475
086	Recovery from Other Depts			(3,260,912)	(149,741)					(3,410,653)
087	Capital Recovery			(1,161,247)						(1,161,247)
	Total Recoveries									
	Grand Total	15,064,938	1,938,014	182,956,440	8,080,484	11,278,424	1,361,927	5,484,164	1,477,734	227,642,125
	% of Budget	7%	1%	80%	4%	5%	1%	2%	1%	

POSITION APPROPRIATIONS SUMMARY

Division	Position Cost		Attrition		Budget	
	FTE	Salaries	FTE	Salaries	FTE	Salaries
Administration	50.55	4,781,628	(1.32)	(111,025)	49.23	4,670,603
Investigation	14.00	1,430,206	0.00	0	14.00	1,430,206
Operations	1,521.11	139,201,901	(83.67)	(7,754,514)	1,437.44	131,447,387
Prevention	57.25	5,803,986	(0.42)	(36,182)	56.83	5,767,804
Support Svces	22.00	1,867,893	(0.28)	(17,095)	21.72	1,850,798
Training	22.00	2,440,701	(0.11)	(5,838)	21.89	2,434,863
AWSS	14.00	1,232,042	(0.58)	(50,963)	13.42	1,181,079
Airport	101.00	9,257,187	(5.81)	(627,684)	94.19	8,629,503
Fireboat	12.57	1,355,207	0.00	0.00	12.57	1,355,207
Treasure Isl	31.00	2,863,740	0.00	0.00	31.00	2,863,740
Total	1,845.48	170,234,491	(92.19)	(8,603,301)	1,752.29	161,631,190

POSITION REFERENCE CODE SUMMARY

Code	Division	Action
31A	Administration	Substitute 1450 Executive Secretary I to 1804 Statistician
31B	Training	Reassign 1942 Asst. Materials Coordinator from Support Services to Training
31C	Support	Substitute limited tenure position to annual position
31D	Administration	Reassign 1844 Senior Management Assistant from Operations to Administration
31E	AWSS	Substitute 0922 Manager from 7134 Water Maintenance Supervisor
31F	Support Services	Reassign a 7335 Senior Stationary Engineer from AWSS to Support Services
31G	Prevention	Substitute 1424 Clerk Typist to 1632 Senior Account Clerk
31H	Prevention	Substitute 1450 Executive Secretary I to 1822 Administrative Analyst
31I	Administration	Substitute 1450 Executive Secretary I to 1823 Senior Administrative Analyst
31J	Support Services	Substitute 1450 Executive Secretary I to 1446 Secretary II
31K	Operations	Substitute H 1 Paramedic to H 3 Firefighter Paramedic
31L	Administration	Substitute 1220 Payroll Clerk to 1222 Senior Payroll Clerk
31M	Prevention	Substitute 1426 Senior Clerk Typist to 1446 Secretary II
31N	Operations	Reassign H3 Paramedic from Operations to Administration
31O	Airport	Substitute H 28 Training Lieutenant to H 33 Rescue Captain
31P	Operations	Substitute H 2 Firefighter to H 3 Firefighter Paramedic

ADMINISTRATION

PURPOSE: To oversee and manage the Department's programs, including public information, planning, research, scheduling, accounting, budget, finance, human resources, payroll, the physician's office and management information systems. Administration assists with the implementation of new or enhanced services, researches alternatives and analyzes existing operations to improve efficiency and provide better service to the public.

PROGRAM DESCRIPTION

The Administration Division oversees and manages programs, helps with the implementation of new programs, and analyzes existing operations to improve services. Accounting and Finance manages the annual budget and processes payroll. It also helps Departmental staff prepare, issue and monitor contracts. The Planning and Research Group manages the information technology needs of the Department, oversees the daily staffing assignments, and researches and implements new programs. Human Resources keeps and monitors personnel records. The physician's office monitors the health of field staff and works with managers to develop programs to reduce time off work due to sick leave and worker's compensation injuries.

Administration Budget

Obj	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change
001	Permanent Salaries	2,150,985	2,846,660	3,129,676	283,016
002	Uniform Salaries	885,213	1,256,263	1,394,497	138,234
003	Platform Salaries	114,880	0	0	0
004	Nurses Salaries	0	115,206	146,430	31,224
009	Premium Pay	104,608	127,850	127,850	0
010	Retroactive Salaries	0	0	0	0
011	Overtime	288,222	231,411	231,411	0
013	Mandatory Fringe	785,486	1,043,386	1,165,855	122,469
	Total Labor	4,329,394	5,620,776	6,195,972	574,943
021	Travel	2,330	7,000	3,500	(3,500)
022	Training	77,177	75,010	77,000	1,990
024	Membership Fees	3,181	3,212	3,190	(22)
025	Promotional and Entertainment	2,106	0	0	0
027	Professional Services	174,985	149,850	100,000	(49,850)
029	Equipment Maintenance	2,910	0	0	0
035	Other Current Expenses	33,369	50,427	54,400	3,973
040	Materials & Supplies	112,149	91,250	126,070	34,820
052	Taxes, Licenses & Permits	1,740	600	600	0
053	Judgments and Claims	18,000	0	0	0
060	Equipment Purchase	237,803	0	0	0
081CT	City Attorney	0	0	0	0
081CM	SF Coroner Medical Examiner	37,155	75,800	40,000	(35,800)
081HE	SFGH Medical Services	37,104	54,600	54,600	0
081HS	CHS Community Health	0	0	0	0
081H2	DHR Management Training	0	0	0	0
081H3	HR Workers Compensation	7,426,797	7,979,450	8,377,684	398,234
081H8	HR Health and Safety	20,160	32,175	32,175	0
081PR	Purch - Reproduction	2,961	7,000	0	(7,000)
086ED	Recovery – Emergency Comm	0	0	0	0
086HC	Recovery – Comm Health Svce	0	0	0	0
	Total Non-Labor	8,190,206	8,526,374	8,869,219	342,845
	Grand Total	12,519,600	14,147,150	15,064,938	917,788

Administration Salary Detail
Regular Salaries

ID#	Code	Ref	Title	Count	Amount
Step M	A		Step Adjustment	0.00	(23,841)
Step M	A01		Step Adjustment	0.00	(51,235)
0114	A		Board/Commission	0.00	6,143
0922	A		Manager I	1.00	104,123
0923	A		Manager II	1.00	111,667
0931	A		Manager V	2.00	241,031
0941	A		Manager VI	1.00	149,646
1041	A		IS Engineer - Assistant	1.00	96,450
1042	A		Engineer Journey	2.00	213,676
1203	A		Personnel Technician	1.00	65,153
1220	A		Payroll/Personnel Clk	3.00	175,115
1220	AS	31L	Payroll/Personnel Clk	(3.00)	(175,115)
1222	AS	31L	Sr. Payroll/Pers Clk	3.00	192,107
1222	A		Sr. Payroll/Pers Clk	2.00	128,072
1224	A		Prin Payroll/Pers Clk	1.00	70,617
1241	A		Personnel Analyst	3.00	243,694
1244	A		Sr. Personnel Analyst	1.00	95,092
1246	A		Prin Personnel Analyst	1.00	112,841
1426	A		Senior Clerk Typist	1.00	52,053
1446	A		Secretary	1.00	57,375
1450	A		Exec Secretary	2.00	124,978
1450	AS	31A	Exec Secretary	(1.00)	(62,488)
1450	AS	31I	Exec Secretary	(1.00)	(62,488)
1452	A		Exec Secretary II	1.00	72,722
1454	A		Exec Secretary III	1.00	79,013
1630	A		Account Clerk	1.00	48,958
1652	A		Sr. Accountant	1.00	72,356
1654	A		Prin Accountant	1.00	87,522
1804	AS	31A	Statistician	1.00	71,991
1823	A		Senior Adm Analyst	1.00	90,994
1823	As	31I	Senior Adm Analyst	1.00	90,994
1824	A		Prin. Adm. Analyst	1.00	105,351
1842	A		Management Assistant	1.00	67,891
1844	A		Senior Management Asst	2.00	155,710
1844	AR	31D	Senior Management Asst	1.00	77,855
2110	A		Medical Records Clerk	1.00	53,835
2112	A		Medical Records Technician	1.00	60,391
2230	A		Physician	0.55	84,978
2232	A		Supervising Physician	1.00	183,060
9993M	A		Attrition	(3.11)	(261,310)

ID#	Code	Ref	Title	Count	Amount
9993M	A01		Attrition	1.79	150,285
9994M	A01		MCCP Offset		(27,586)
				37.23	3,129,676

Uniform Salaries

ID#	Code	Ref	Title	FTEs	Amount
Step U	A		Step Adjustment		(1,252)
Step U	A01		Step Adjustment		1,252
H2	A		Firefighter	2.00	172,678
H3	AR	31N	Firefighter Paramedic	1.00	99,754
H20	A		Lieutenant	2.00	200,657
H30	A		Captain	1.00	114,527
H33	A		EMS Captain	2.00	229,054
H40	A		Battalion Chief	1.00	137,469
0140	A		Chief of Department	1.00	237,092
0150	A		Deputy Chief	1.00	199,456
9991U	A01		Salary Savings	0.00	3,460
9991U	A02		Salary Savings	0.00	350
9993U	A		Attrition	(0.19)	(26,762)
9993U	A		Attrition	.19	26,762
Total				10.81	1,394,497

Nurses Salaries

ID#	Code	Ref	Title	FTEs	Amount
Step N	A		Step Adjustment		(26,665)
Step N	A01				26,665
2328	A		Nurse Practitioner	1.00	146,030
9991N	A01		Salary Savings		327
9991N	A02		Salary Savings		73
Total				1.00	146,430

EXPENDITURE DESCRIPTION REPORT

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	2,150,985	2,846,660	3,129,676	283,016

Position Reclassifications: The Department is proposing to reclassify a 1450 Executive Secretary to an 1804 Statistician. This reclassification would allow for the continuation of research work started with Homeland Security Funding and serve as research support to the Research and Planning Group within Administration (Ref # 31A). The Department has requested three 1220 Payroll/Personnel Clerks be reclassified to three 1222 Senior Payroll/Personnel Clerks (Ref # 32L). According to the Department's analysis, these positions are performing the same job duties and should be the same classification. We are also proposing to reclassify a 1450 Executive Secretary to an 1823 Senior Administrative Analyst (Ref # 32I). This position will oversee the claims and cost recovery program as well as work on the Electronic Patient Care Records project implementation.

Position Reassignments: The Department has moved an 1844 Senior Management Assistant from the Operations budget to Administration (Ref # 31D). This position was created to work with the scheduling office on the transport tier of ambulances, so it should be located in the Administration Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
002	Uniform Salaries	885,213	1,256,263	1,394,497	138,234

The increase in uniform salaries reflects the annualization of the salary rate increase from last fiscal year.

Position Reassignments: The Department has reassigned a H 3 Firefighter Paramedic position from Operations to serve as the health and fitness coordinator (Ref # 31N). This position will be responsible for developing programs for all departmental employees in response to the Mayor's initiative.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
003	Platform Salaries	114,880	0	0	0

In FY06, nurses' salaries were incorrectly charged to Platform Salaries, a category which is used for Municipal Railway drivers.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
004	Nurses Salaries	0	115,206	146,430	31,224

The salary amount covers the cost of one nurse practitioner position, shown in the salary detail under nurses' salaries.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Premium Pay	104,608	127,850	127,850	0

This premium allocation covers regular and uniform salary premiums, including word processing pay for regular employees, longevity pay, holiday, terrorism, training and education, retention, and administrative assignment pay for uniform positions.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
011	Overtime	288,222	231,411	231,411	0

This budget amount covers overtime for the payroll staff and planning sections of the Administration Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
013	Mandatory Fringe	785,486	1,043,386	1,165,855	122,469

The budget system calculates the appropriate mandatory fringe benefits for each bargaining unit.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
021	Travel	2,330	7,000	3,500	(3,500)

This line item covers travel expenses for the entire Department. The following items list the travel usually undertaken by Department representatives during the year.

Administration

IAFF conference
Metro Chiefs Annual Meeting

Investigation

California Conference of Arson Investigation
 CCAI Northern California oversight seminars
 IAAI conference

Operations

Firehouse Annual Conference

Support Services

Fire Department Instructors Conference

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
022	Training	77,177	75,010	77,000	1,990

This line item covers all Departmental training from outside contractors.

Administration

a.	Fire Rescue Medical Conference	1,000
b.	Annual Conference of International Fire Chiefs.....	750
c.	Metropolitan Chiefs Annual Conference	500
d.	National Fire Protection Association Annual Conference.....	750
e.	International Association of Fire Chiefs Annual Conference.....	500
f.	MIS technical training courses	3,500
g.	American College of Occupational Medicine Association Conference	500
h.	Medical seminars and training	1,200
i.	Communications and management skills training	2,000
j.	Cal Osha and Workers Compensation seminars.....	2,000
k.	Grant writing seminars.....	500
l.	Personnel Testing Council	3,200
m.	Labor law, ADA and FMLA training	1,400

- n. Computer training1,000

Investigation

- a. Recertification training in fire investigation.....5,700

EMS and Operations

- a. ICS for structural collapse2,000
b. FDIC instructor conference2,000
c. International Association of Fire Chiefs Conference1,000
d. Advanced Hazmat Support training.....10,000

Prevention

- a. New Building Code Training2,000
b. Sprinkler Systems and Fire Alarm Code training4,000
b. State Fire Marshall Fire Prevention Courses4,000
c. Annual Fire Safety Conference.....1,000

Support Services

- a. Fire Rescue Medical Conference1,000
b. Computer training1,000

Training

- a. NREMT exams PM license8,500
b. Education fees for EMT and paramedic instructors8,000
c. Wildland training1,800
d. Fire/EMS conference1,500
e. Fire Rescue West1,200
f. FDIC West1,400
g. Safety Officer Training1,000
h. International Association of Fire Chiefs Conference400

- i. Fire EMS conference500
- j. DMV training.....200

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
024	Membership Fees	3,181	3,212	3,190	(22)

This item supports membership dues for the following positions and organizations.

Administration

Chief of Department: Membership in the National Fire Prevention Association (NFPA), The International Association of Fire Chiefs, the California Fire Chief's Association, and the Metro Fire Chiefs Association.

Deputy Chief of Administration: Membership in the National Fire Prevention Association

National Fire Prevention Association (NFPA): The NFPA is an international nonprofit organization that serves as the world's leading advocate of fire prevention. The NFPA is an authoritative source on public safety. Its safety codes and standards influence every building, process, service, design, and installation in the United States and in many other countries. The NFPA is dedicated to enhancing public safety. Members are encouraged to participate in code standard development on a regular basis

California Fire Chief's Association (CFCA): The CFCA consists of chiefs from over 1,100 fire departments operating in California. This association has an active legislative task force that monitors and works on legislation important to fire service interests at the State Capitol.

International Association of Fire Chief's (IAFC): The IAFC is a network of more than 12,000 chiefs and fire emergency officers. The members include the world's leading experts in fire fighting, emergency medical services, terrorism response, hazardous material spills, natural disasters, search and rescue, and public safety legislation.

Metro Fire Chief's Association: The Metro Fire Chief's Association is a subset of the NFPA and the IAFC. This membership allows direct access to other fire chiefs worldwide. The Metro Chiefs only includes large metropolitan fire departments. It shares information and focuses on major issues that may result in policy changes.

Human Resources

This item funds memberships for human resources staff in the Personnel Testing Council.

Personnel Testing Council: The Personnel Testing Council is dedicated to providing a professional forum for its members to explore the latest methods in personnel assessment, advocating the understanding and use of sound selection practices, promoting an understanding of and the use of merit principles and equal employment opportunity

principles, exchanging personnel assessment information, and expanding the knowledge and technical expertise of its members in the personnel assessment field.

Investigation

This item funds membership for investigative staff in the California Conference of Arson Investigation and the International Association of Arson Investigators. This group also has a membership with the NFPA and the Northern California Fire Prevention Officers Association (NCFPOA).

California Conference of Arson Investigation (CCAI): The CCAI is the only organization that brings together the public entities, such as fire service and law enforcement, with private company representatives, such as insurance companies and private investigators. Begun in 1954 and incorporated as a nonprofit organization in 1960, it serves professionals in all aspects of fire and arson investigations.

International Association of Arson Investigators (IAAI): This organization has 9,000 members united by a strong commitment to suppress the crime of arson. The IAAI conducts an annual seminar and several regional sessions each year to communicate the latest information and show the latest technology to members. It works in cooperation with other organizations, such as the US Fire Administration, the Federal Emergency Management Agency, the National Fire Academy, the International Association of Fire Chiefs, and the Insurance Committee for Arson Control.

Northern California Fire Prevention Officers Association (NCFPOA): This organization participates in both the model fire code and building code development through its executive board and members. Its membership includes Fire Marshalls, Fire Inspectors, Fire Prevention Specialists, Fire Officers, Fire Protection Engineers, and others from organized fire protection agencies across the state.

Prevention

This item funds annual membership dues for the National Fire Protection Association, the International Code Council, the Uniform Fire Code Association, and the Northern California Fire Prevention Officers Association.

International Code Council (ICC): The ICC is dedicated to developing a single set of comprehensive and coordinated national model of construction codes. The mission of this organization is to promote a comprehensive and compatible regulatory system for the built environment through consistent, performance-based regulations that are effective, efficient, and meet government, industry, and the public's needs.

Uniform Fire Code Association (UFCA): The UFCA is formed for the purpose of developing and promoting the Uniform Fire Code. The UFCA maintains the Uniform Fire Code to include regulations governing the storage, use, and handling of dangerous and hazardous materials, substances and devices and regulations governing the assurance of adequate egress and other fire protection requirements. The UFCA provides a forum for individuals interested in prevention, control, and suppression of unfriendly fires and explosions and hazardous materials incidents. It

introduces methods for improving fire prevention, safety, and service. It also serves as a place for members to exchange ideas, information, and knowledge.

Training

This division has a membership with the International Association of Fire Chief's for the Assistant Deputy Chief.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
027	Professional Services	174,985	149,850	100,000	(49,850)

These funds cover the cost of health checks for current uniform employees. A health check provides a complete physician exam to ensure the health and well being of the uniform employees. This exam provides an assessment of cardiac and respiratory risk factors and an orthopedic evaluation. Funding is provided to assess about one third of the uniform employees per year. Per the MOU, the department also provides a prostate exam and breast cancer screenings upon request. Exams cost \$560 for members over 35 and \$280 for members under 35. Staff has analyzed the expenditures under this subobject in detail. As a result of the analysis of the number of individuals being screened every year, we have reduced the budgeted amount. The scheduling office will be taking over the responsibility for this function, so we anticipated that the number of individuals screened will increase 20% from the current year.

This item also covers health screening for new hires at a cost of \$432 per exam and the annual health surveillance for HAZMAT SCUBA (200 people, \$100 each).

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
029	Equipment Maint.	2,910	0	0	0

Any expenses for equipment maintenance will be carried by the Support Services Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
035	Other Current Expenses	33,369	50,427	54,400	3,973

This item covers reporting services for disciplinary hearings and transcription services for Fire Commission and the Department. It also includes the costs for subscriptions to periodicals and records storage expenses. This amount needed for this line item has increased as the number of discipline cases requiring hearings is higher than in previous years.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
040	Materials & Supplies	112,149	91,250	126,070	34,820
a.	Computer hardware, software, and related supplies			62,450	
b.	General office supplies			6,025	
c.	Uniforms badges for promotions (breast and cap badges)			1,000	
d.	Minor furnishings (file cabinets, chairs).....			2,500	
e.	Physician's office pharmaceutical and medical supplies.....			16,800	
f.	Bladder cancer test kit for annual screening program			34,820	
g.	Badges for retirees (50, \$42.50 for silver, \$49.50 for gold)			2,475	

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
052	Taxes, Licenses & Permits	1,740	600	600	0

The Department pays for the licensing cost for its departmental physician and medical leave supervisor.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081CM	GF Coroner and Medical Examiner	37,155	75,800	40,000	(35,800)

This work order funds drug and alcohol testing for the Department's internal drug testing policy. This amount covers entrance, promotional, and provisional appointment testing and those in the Department assigned random testing pool. If an individual tests positive with the Department's initial screen, the Medical Examiner's Office performs additional analysis and quantification of

the test sample results. The initial budget amount was set assuming that the Department would have a higher rate of retesting in its random drug testing program. The Department has adjusted the funding request based on its experience to date.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081HE	SFGH Medical Services	37,104	54,600	54,600	0

San Francisco General Hospital provides hearing tests for all members who work in Fire Suppression. These tests are mandatory as part of the hearing conversation program. Laboratory tests and the costs of vaccines are also included. The Department reduced this amount last budget year based on a projection of the actual number of employees that received this screening. The Department will continue with the budget amount based on an analysis of the actual costs incurred in FY 2006.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081H3	Workers Compensation	7,426,797	7,979,450	8,377,684	398,234

This amount pays for the medical, some disability, and vocational training expenses for injured Departmental workers. The Department has increased its budgeted amount based on the recommendation of the Workers Compensation Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081H8	HR Health and Safety	20,160	32,175	32,175	0

The U.S. Department of Transportation and the U.S. Coast Guard require mandatory random drug testing for employees for who work in the Bureau of Equipment and the Fire Boat. This budget funds the cost of this testing for 60 employees. The drug tests required to meet the federal standards are more extensive and must meet the standards, which is why these tests are overseen by DHR and not a part of the Department's internal drug testing program.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081PR	Purchasing - Reproduction	2,961	7,000	0	(7,000)

Any expenses for Reproduction will be carried by the Support Services Division

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INVESTIGATION

PURPOSE: Determine the origin and cause of fires.

PROGRAM DESCRIPTION

The Bureau of Fire Investigation is committed to determine the origin and cause of any fire or explosion; prepare a well-documented and complete report for the District Attorney, and assist the public with the retrieval of information and reports regarding Fire and EMS incidents.

Investigation Budget

Obj	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	(1,787)	49,010	45,812	(3,198)
002	Uniform Salaries	1,232,641	1,377,159	1,384,394	7,235
009	Premium Pay	162,614	161,713	161,713	0
010	Retroactive Salaries	81,770			
011	Overtime	60,825	65,000	65,000	0
012	Holiday Pay	0			
013	Mandatory Fringe	205,109	266,487	272,845	6,358
	Total Labor	1,741,172	1,919,369	1,929,764	10,395
023	Local Field Expense	22	0	0	0
027	Professional Services	0	2,000	0	(2,000)
035	Other Current Expenses	1,074	1,300	1,300	0
040	Materials & Supplies	5,828	4,950	6,950	2,000
	Total Non-Labor	6,924	8,250	8,250	0
	Grand Total	1,748,096	1,927,619	1,938,014	10,395

Investigation Salary Detail

Permanent Salaries

Id#	Code	Ref	Title	FTEs	Amount
Step M	A		Step Adjustments		(6,068)
Step M	A01		Step Adjustments		(4,237)
1820	A		Junior Admin Analyst	1.00	56,117
Total				1.00	45,812

Uniform Salaries

Id#	Code	Ref	Title	FTEs	Amount
Step U	A		Step Adjustments		(497)
Step U	A01		Step Adjustments		497
H6	A		Investigator	11.00	1,138,064
H24	A		Lieutenant	1.00	113,222
H32	A		Captain	1.00	129,326
9991U	A01		Salary Savings		3,793
9991U	A02		Salary Savings		(11)
9993U			Attrition	0.04	4,344
9993U			Attrition	(0.04)	(4,344)
Total				13.00	1,384,394

EXPENDITURE DESCRIPTION REPORT

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	(1,787)	49,010	45,812	(3,198)

The salary decrease reflects the assumption that the Department will fill this civilian position with an employee that will not be paid at the top-step increment of their classification.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Uniform Salaries	1,232,641	1,377,159	1,384,394	7,235

The increase in uniform salaries reflects the annualization of the salary rate increase from last fiscal year.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Premium Pay	162,614	161,713	161,713	0

This line item supports the cost of premium pay for uniform personnel assigned to fire investigation.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
011	Overtime	60,825	65,000	65,000	0

This line item funds the overtime expense of personnel assigned to fire investigation.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
013	Mandatory Fringe	205,109	266,487	272,845	6,358

The budget system calculates the appropriate mandatory fringe benefits for each bargaining unit.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
027	Professional Services	0	2,000	0	(2,000)

This item funds the processing of evidence photos taken at the scene of fires by investigators. As technology has improved and become more efficient, the Bureau of Fire Investigation has

moved away from 35mm film processing to printing their own digital photographs in-house. These funds have been transferred to 040 Materials and Supplies to purchase photo printing supplies.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
035	Other Current Expenses	1,074	1,300	1,300	0

This funding is used to print reports, produce photographs, collect and produce information required for subpoena processing and preparing information for litigation. The annual expense for the copier has been moved to Support Services.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
040	Materials & Supplies	5,828	4,950	6,950	2,000
	Bulletproof vests				1,200
	Data processing supplies for report production				1,000
	Film, audiotape, and video supplies to document crime scenes				2,750
	Digital photography supplies				2,000

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OPERATIONS

PURPOSE: To protect the lives and property of San Francisco residents and visitors from fires, natural disasters, and hazardous materials incidents.

PROGRAM DESCRIPTION

The Operation Division provides fire suppression services, emergency medical services, disaster and hazardous materials planning, preparedness training for any potential Homeland Security issue for residents and visitors of San Francisco.

Operations Budget

Obj.	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	122,764	182,853	124,775	(58,078)
002	Uniform Salaries	114,957,956	124,498,211	131,327,489	6,829,278
009	Premium Pay	16,818,405	18,858,979	20,671,210	1,812,231
010	Retroactive Salaries	3,051,298	0	0	0
011	Overtime	4,438,095	12,752,899	8,637,084	(4,115,815)
012	Holiday Pay	12,336	0	13,023	13,023
013	Mandatory Fringe	21,673,449	22,840,125	23,873,583	1,033,458
	Total Labor	161,074,303	179,133,067	184,647,164	5,541,097
027	Professional Services	(18,718)	0	319,479	319,479
028	Building Maintenance	10,430	0	0	0
031	Equipment Rental	2,626	0	0	0
035	Other Current Expenses	1,396	2,100	4,000	1,900
040	Materials and Supplies	1,037,815	22,500	22,500	0
052	Taxes, Licenses, Permits	4,680	0	0	0
053	Judgments and Claims	1,206	1,000	1,000	0
060	Equipment Purchase	2,518,163	2,632,857	2,130,479	(502,378)
081C5	DTIS – ISD Services	193,863	0	0	0
081C9	DTIS – TIS for 911 Services	250,509	237,075	258,854	21,779
081HE	SFGH Medical Services	127,604	233,204	0	(233,204)
081UL	GF PUC Light, Heat, Power	0	0	0	0
081PR	Purchasing Reproduction	7,200	7,200	0	(7,200)
081W1	PUC Sewer Charges	0	0	0	0
086ER	Emergency Communications	(3,229,991)	(3,065,876)	(3,260,912)	(195,036)
08799	Capital Recovery	(1,362,400)	(1,416,896)	(1,161,247)	255,649
	Total Non-Labor	(405,617)	(1,346,836)	(1,685,847)	339,012
	Grand Total	160,668,686	177,786,231	182,961,317	5,175,086

Operations Salary Detail

Permanent Salaries

ID #	Code	Ref	Title	FTE	Amount
Step M	A		Step Adjustments		3,219
Step M	A01		Step Adjustments		(3,219)
1426	A		Senior Clerk Typist	1.00	52,023
1452	A		Executive Secretary II	1.00	72,722
1844	A		Senior Mgmt Asst	1.00	58,391
1844	AR	31D	Senior Mgmt Asst	(1.00)	(58,391)
Total				2.00	124,775

Uniform Salaries

ID #	Code	Ref	Title	FTE	Amount
Step U	A		Step Adjustments		(2,931,938)
Step U	A1		Step Adjustments		11,092
Step U	A01		Step Adjustments		(2,327,132)
H1	A		Fire Rescue Paramedic	16.00	1,520,064
H1	AS	31K	Fire Rescue Paramedic	(2.00)	(190,008)
H2	A		Firefighter	860.17	74,266,046
H2	AS	31P	Firefighter	(26.63)	(2,299,202)
H3	A01		Firefighter Paramedic	263.57	26,292,214
H3	A02		Firefighter Paramedic	25.00	2,493,855
H3	AS	31K	Firefighter Paramedic	2.00	199,508
H3	AR	31N	Firefighter Paramedic	(1.00)	(99,754)
H3	AS	31P	Firefighter Paramedic	26.63	2,656,454
H10	A		Incident Support Spec.	21.50	2,021,823
H20	A		Lieutenant	184.17	18,477,481
H30	A		Captain	72.00	8,245,930
H33	A		Captain, EMS	24.20	2,771,549
H40	A		Battalion Chief	37.80	5,196,317
H40	AN		Battalion Chief	4.20	577,369
H43	A		Section Chief	2.00	274,937
H50	A		Assistant Chief	7.50	1,191,922
H53	A		Chief, EMS	1.00	170,303
0150	A		Deputy Chief	1.00	199,456
9991U	A01		Salary Savings		342,963
9991U	A02		Salary Savings		15,877
9993U	Z		Attrition	(162.19)	(15,031,909)
9993U	Z		Attrition	78.52	7,277,395
Total				1,435.44	131,322,612

EXPENDITURE DESCRIPTION REPORT

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	122,764	182,853	124,775	(58,078)

Position Reassignments: The Department has moved an 1844 Senior Management Assistant from the Operations budget to Administration (Ref # 31D). This position was created to work with the scheduling office on the transport tier of ambulances, so it should be located in the Administration Division, rather than the Operations Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
002	Uniform Salaries	114,957,956	124,498,211	131,327,489	6,829,278

Position Reclassification: The Department has moved two H1 Firefighter Paramedics and reclassified them as H3 Firefighter Paramedics. This classification is being eliminated as employees resign (Ref #31K). We have also reclassified 26.63 FTEs from H2 to H3 to continue the shift from 24-hour medic units to dynamically deployed 10-hour ambulances staffed by H3 Level I EMTs and Level II Paramedics (Ref #31P).

As of July 1, the Department is projecting that it will have hired 28 H3 Level I Emergency Medical Technicians (EMT). In Fiscal Year 2008, the Department is proposing to hire 20 H 3 Level I EMTs and 40 H 3 Level II Paramedics.

The salary amount in this division has been adjusted based on the change in minimum staffing and overtime as a result of the estimated number of full time employees in suppression anticipated next fiscal year, the projected retirements, the change in step increment costs for H2 firefighters and H3 level II paramedics, and the hiring of additional transport tier H 3 Level Is and IIs.

At the request of the Fire Commission, the Fire Department is requesting the addition of a special operations Chief who would be responsible for overseeing specialized units, such as surf rescue, confined space rescue, cliff rescue, etc., and would serve as the designated safety officer. This position would be beneficial to the overall operations of the Department.

Position Reassignments: The Department has reassigned an H 3 Firefighter Paramedic position from operations to administration to coordinate the health and fitness initiative (Ref # 31N).

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Premium Pay	16,818,405	18,858,979	20,671,210	1,812,231

This line item funds the premium pay approved in the San Francisco Firefighters Local 798 contract. The increase in funding is due to the shift in allocation between permanent salaries and overtime.

The following is a partial list of premiums received by firefighters:

Terrorism (1% of base pay)
 Holiday (6% of base pay, 1% to reflect the 7.5% retirement giveback)
 Training and Education Achievement (6 % of base pay)
 Retention (2% of base pay)
 Bilingual (.3750 per hour)
 Apparatus Operator (5% of base wages)
 Fire Paramedic Preceptor Pay (8% of base wages)
 Administrative Assignment
 (2.1875/hour, 175/pay period Unit 1 or 2.8125/hour, 225/pay period Unit 2)
 Ambulance Pay (8% of base wages)
 EMT (5% of base wages)
 Hazardous Materials (26.50/pay period)

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
010	Retroactive Salaries	3,051,298	0	0	0

This amount reflects the actual amount of vacation and retirement payouts (wellness and vested sick pay) assessed as a cost to the Operations Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
011	Overtime	4,438,095	12,752,899	8,637,084	(4,115,815)

The Department uses overtime to call in personnel to fill behind absences in order to meet the required minimum field staffing.

Because the number of positions associated with minimum field staffing will be decreasing over the fiscal year due to the EMS reconfiguration project, but the number of employees is staying relatively constant, the amount of overtime needed for field staffing will decrease. The amount budgeted for field overtime is \$6,652,902. In addition the Department has added \$100,000 to cover the cost of overtime events that must be performed on overtime because of Proposition F.

New this year, the transport tier paramedic employees will be eligible for paid time off. The Department is proposing to fund the cost of the relief factor needed to ensure that ambulances can be deployed when needed is an estimated \$1,004,829.

The Department has budgeted \$561,454 for overtime related to work at the Emergency Communications Division. This cost is recovered by work order.

The implementation of the new EPCR program is projected to have a one-time slowdown on productivity as employees learn the new system. As a result, time at the hospital is projected to increase from 20 to 40 minutes for a period of time. The Department has budgeted \$317,899 for this effort.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
012	Holiday Pay	12,336	0	13,023	13,023

Most uniform employees receive holiday pay as a premium. However, one field classification is still eligible for holiday pay, so we have budgeted enough to cover the cost of these employees.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
013	Mandatory Fringe	21,673,449	22,840,125	23,873,583	1,033,458

The budget system calculates the appropriate mandatory fringe benefits for each bargaining unit.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
023	Local Field Expense	0	0	0	0

This item was used to reimburse employees for local travel expenses, such as mileage, transit use, parking, and other local travel related expenses.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
027	Professional Services	(18,718)	0	319,479	319,479

This amount is to pay for the salary costs of one .80 FTE Medical Director. In prior budget years, the Department issued a work order to San Francisco General Hospital, which had the contract with UCSF. As of January 2007, the Fire Department has its own contract with UCSF for medical director services. This contract also pays for the cost of a .25 FTE Medical Director for the Department of Emergency Management (DEM). The Fire Department's position costs \$262,695, while the DEM portion of the contract is \$56,784.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
035	Other Current Expenses	1,396	2,100	4,000	1,900

This item funds the following:

- a. Off site document storage and delivery services3,000
- b. Overnight delivery service and miscellaneous freight charges400
- c. Miscellaneous subscriptions 600

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
040	Materials & Supplies	1,037,815	22,500	22,500	0
a.	Materials and Supplies for Stations and Sections.....				11,500
	Includes items such as hardware, lumber, nail gun parts and other small tools.				
b.	Miscellaneous supplies				2,000
c.	Office supplies				9,000

The funds for fuel purchases have been moved to Support Services.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
052	Taxes, Licenses, and Permits	4,680	0	0	0

This item funds fees owed to the Board of Equalization for sales tax on fuel. These funds have been moved to Support Services.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
053	Judgments and Claims	1,206	1,000	1,000	0

The City Attorney bills departments for claims that are filed by our employees for personal items lost or damaged in the course of performing their duties.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
060	Equipment	2,518,163	2,632,857	2,130,479	(502,378)

This line item funds the payment for equipment purchased through the City lease purchase program in prior years. The amount is set by the Mayor's Office of Finance and is based on the department's share of the yearly debt service payment.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081C9	DTIS – TIS for 911 Services	250,509	237,075	258,854	21,779

This item funds E-911 system support.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081HE	SFGH Medical Services	127,604	233,204	0	(233,204)

This amount paid for the salary costs of one .25 FTE Medical Director and one .75 FTE Assistant Medical Director prior to this budget year. These costs are now paid by a contract the Department has directly with UCSF.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081PR	Purchasing Reproduction	7,200	7,200	0	(7,200)

Any expenses for Reproduction will be carried by the Support Services Division

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
086ER	Expense Recovery from Emergency Management	(3,229,991)	(3,065,876)	(3,260,912)	(195,036)

This expense recovery from the Department of Emergency Management is for the Fire Department's cost related to the provision of E-911 service. This year, the Department has also added the cost for the DEM Medical Director, which is covered by the Fire Department's contract with the UCSF.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
08799	Expense Recovery	(1,362,400)	(1,416,896)	(1,161,247)	255,649

This expense recovery reflects a grant agreement entered into by the City of San Francisco and the U.S. Navy on services provided to the decommissioned Hunters Point Naval Station. The annual recovery reflects a partial recovery for the cost of fire suppression services provided to that area. As the U.S. Navy hands over parcels to the City, this payment will reduce. The reduction between FY06 and FY07 is due to the SFPD leasing property at Hunters Point, which reduced the amount of land under the Navy's jurisdiction. The agreement contains an allowed cost of services increase of 4% per year, which is included in the submittal.

PREVENTION

PURPOSE: The Bureau of Fire Prevention is committed to minimize injuries, death, and property loss through public education, enforcement of the applicable codes, and comprehensive inspection programs designed to detect, correct, and eliminate fire hazards.

PROGRAM DESCRIPTION

Through the California Health and Safety Code, Title 19 (California Building Code) and the California Fire Code, the Bureau of Fire Prevention is charged with enforcement of codes and standards as they relate to proper installation and maintenance of fire alarm systems, sprinkler plans, and hazardous materials use and storage.

Prevention Budget

Obj.	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	1,668,407	1,837,502	2,150,481	312,979
002	Uniform Salaries	3,364,925	3,482,690	3,617,173	134,483
009	Premium Pay	369,038	434,042	434,042	0
010	Retroactive Salaries	216,015	0	0	0
011	Overtime	645,269	525,000	525,000	0
013	Mandatory Fringe	1,070,554	1,124,499	1,245,318	120,819
	Total Labor	7,334,208	7,403,733	7,972,164	568,431
021	Training	0	0	0	0
024	Membership Fees	0	0	0	0
027	Professional Services	0	0	60,000	60,000
035	Other Current Expenses	8,461	4,200	24,000	19,800
040	Materials & Supplies	30,502	18,000	113,500	95,500
052	Taxes, Licenses, and Permits	62	0	0	0
081C5	DTIS-ISD	0	0	40,000	40,000
081RR	GF – Rent Paid to Real Estate	0	0	20,561	20,561
081RE	GF – Real Estate Services	0	0	0	0
086BI	Recovery from DBI	(146,882)	(150,712)	(149,741)	971
086HC	Recovery from Community Hlth	(50,000)	0	0	0
086SH	Recovery from Sheriff	0	0	0	0
	Total Non-Labor	(157,716)	(128,512)	108,320	236,832
	Grand Total	7,176,492	7,275,221	8,080,484	805,263

Prevention Salary Detail

Regular Salaries

ID#	Code	Ref	Title	FTEs	Amount
Step M	A		Step Adjustments		(20,215)
Step M	A01		Step Adjustments		13,285
1062	AN		IS Programmer Anal	0.75	55,634
1424	A		Clerk Typist	1.00	47,437
1424	AS	31G	Clerk Typist	(1.00)	(47,437)
1426	A		Sr. Clerk Typist	3.00	156,157
1426	AS	31M	Sr. Clerk Typist	(1.00)	(52,052)
1446	AS	31M	Secretary II	1.00	57,375
1446	A		Secretary II	1.00	57,375
1450	A		Executive Secretary I	1.00	62,488
1450	AS	31H	Executive Secretary I	(1.00)	(62,488)
1632	AS	31G	Sr Account Clerk	1.00	56,667
1820	A		Junior Admin. Analyst	2.00	112,233
1822	AS	31H	Admin Analyst	1.00	73,138
5215	A		Fire Protection Eng.	2.00	248,810
5215	AN		Fire Protection Eng.	1.50	186,608
6281	A		Fire Safety	12.00	1,241,649
9993M	A		Attrition	(0.42)	(36,182)
Total				23.83	2,150,481

Uniform Salaries

ID#	Code	Ref	Title	FTEs	Amount
Step U	A		Step Adjustments		(1,323)
Step U	A01		Step Adjustments		1,323
H4	A		Inspector	24.00	2,483,050
H22	A		Lieutenant	5.00	566,109
H32	A		Captain	3.00	387,977
H51	A		Assistant Deputy Chief	1.00	170,303
9991U	A		Special Salary Savings		9,593
9991U	A01		Special Salary Savings		291
9993U	A		Attrition	(.83)	(104,968)
9993U	A01		Attrition	.83	104,968
Total				33.00	3,617,323

EXPENDITURE DESCRIPTION REPORT

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	1,668,407	1,837,502	2,150,481	312,979

The salary increases reflect changes to the negotiated Memorandums of Understanding with the City.

New Positions: The Department is proposing to add two new 5215 Fire Protection Engineers to perform plan reviews and one 1062 IS Programmer Analyst to work on improving the current database at the Fire Department and needed enhancements to the plan check tracking system at DBI.

Position Reclassifications: The Department is proposing to reclassify three positions. An 1424 Senior Clerk Typist would become a 1632 Senior Account Clerk. This position would be responsible for all of the check processing and data entry related to revenue (Ref # 31G). A 1450 Executive Secretary would be reclassified to an 1822 Administrative Analyst (Ref #31H). This position would be responsible for working with the staff on rate studies and budget projections. The third proposed substitution is a 1426 Senior Clerk to a 1446 Secretary II. This position would serve as support to programs as well as be the backup secretary for the Fire Marshall and assist with phone support. (Ref # 31M).

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
002	Uniform Salaries	3,364,925	3,482,690	3,617,323	134,633

The increase in uniform salaries reflects the annualization of the salary rate increase from last fiscal year. In addition, staff has reduced the salary savings to reflect the number of uniform employees working for the Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Premium Pay	369,038	434,042	434,042	0

This item funds the premium pay expense for permanent and uniform employees assigned to Fire Prevention. Civilian and uniform employees have parity for premium benefits.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
010	Retroactive Salaries	216,015	0	0	0

This amount reflects the actual amount of vacation and retirement payouts (wellness and vested sick pay) assessed as a cost to the Prevention Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
011	Overtime	645,269	525,000	525,000	0

The Fire Prevention Division spends overtime on inspections when workload and project scheduling require a quick response. The cost of this overtime is recovered from fee paying customers and reflected as revenue in the Department's budget. The Department has left the overtime at this level because it anticipates a reduction in overtime expense because of the proposed increase in staffing.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
013	Mandatory Fringe	1,070,554	1,124,499	1,245,318	120,819

The budget system calculates the appropriate mandatory fringe benefits for each bargaining unit.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
027	Professional Services	0	0	60,000	60,000

The Department is proposing to add handheld data terminals for the field inspectors. These funds will support the cost of a consultant who will work with the Department to make changes to the handheld software to meet the program's needs.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
035	Other Current Expenses	8,461	4,200	24,000	19,800

The Bureau of Fire Prevention is running out of office space because of the extensive number of paper records being stored on premises. These records must remain accessible, because they are used routinely by inspectors. The Department is proposing to scan these records over time and has allocated the first year of funding in this budget.

- a. Digitizing paper records.....20,000
- b. Legal notifications as required.....4,000

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
040	Materials & Supplies	30,502	18,000	113,500	95,500

There will be extensive revision to the building code effective next fiscal year. As a result, the Department must replace all of its code books with the new versions.

- a. Computer replacement program (five year cycle)18,000
- b. Handheld data terminals60,000
- c. Equipment for technical water flow and gas detection.....5,500
- d. Office supplies10,000
- e. New code books20,000

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081C5	DTIS ISD	0	0	40,000	40,000

The Department wishes to accept online payments for all of its Fire Prevention fees and has received a quote from the City's vendor that runs the online payment service. This funding will support the creation of the application needed for all of the Fire Prevention programs.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
086RR	Rent to Real Estate	0	0	20,561	20,561

In the past, the Department has paid its share of rent for the occupancy of space at 1660 Mission Street. At some point within the last five years, this funding was removed from the budget. Because the City is purchasing this building, the Fire Department has been requested by Real Estate to fund its portion of the rent.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
086BI	Recovery from DBI	(146,882)	(150,712)	(149,741)	971

This item reflects the recovery from the Department of Building Inspection for the cost of one H22 Lieutenant. This Lieutenant serves as the Fire Department Building Coordinator and liaison to the Department of Building Inspection, with full authority to sign on behalf of the Fire Department throughout the permit process.

SUPPORT SERVICES

PURPOSE: To support the Fire Department's facilities, equipment, apparatus, and water supply systems.

PROGRAM DESCRIPTION

The Division of Support Services is responsible for the administration of the Bureau of Engineering and Water Supply, the Bureau of Equipment, and Facilities Maintenance and Repair.

The Bureau of Engineering and Water Supply is responsible for the Auxiliary Water Supply System (AWSS) and the low pressure hydrants. AWSS or high pressure system is strictly used for fire suppression activities. It was developed after the 1906 earthquake when it was identified that the domestic system alone could not supply the protection necessary with the topography of the City and County of San Francisco. AWSS consists of 135 miles of water mains, approximately 1,800 high pressure hydrants, 2 pump stations, 2 fireboats, and approximately 175 cisterns. There are approximately 8,000 low pressure hydrants that share the domestic water supply. The division works closely with DPW-Bureau of Engineering in the maintenance and capital improvements of AWSS facilities.

The Bureau of Equipment (BOE) is responsible for the procurement of equipment, materials and supplies and the maintenance and repair of the equipment to support fire suppression activities. Apparatus is one of the largest purchases of the Department and the works in conjunction with DPW-Central Shops to provide specifications of the Departments needs and to ensure the appropriate maintenance and repair of the apparatus. This requires staff to be available 24/7 to support the equipment and provide assistance in suppression activities. Materials and supplies consist of but not limited to all items used in support of the fire stations, medical units, fire apparatus, safety equipment, and fuels.

The division is responsible for the oversight of all maintenance, repair and capital improvements to facilities and grounds under the control of the Department. The division is included in the oversight of preparing bond proposals and management of approved bonds.

Support Services Budget

Obj.	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	340,287	333,635	412,228	78,593
002	Uniform Salaries	1,254,660	1,433,058	1,438,570	5,512
009	Premium Pay	179,984	210,670	210,670	0
010	Retroactive Salaries	0	0	0	0
011	Overtime	226,992	270,763	270,763	0
012	Holiday Pay	3,248	0	0	0
013	Mandatory Fringe	334,225	397,634	432,000	34,366
	Total Labor	2,339,396	2,645,760	2,764,231	118,471
023	Local Field Expense	0	0	0	0
024	Membership Fees	0	0	0	0
027	Professional Services	0	0	0	0
028	Bldg/Structure Maint	28,941	179,600	280,600	101,000
029	Equipment Maintenance	71,493	49,094	118,500	69,406
030	Rents & Leases-Bldgs/Struct	3,000	3,000	3,000	0
031	Rent & Leases - Equipment	1,689	0	0	0
035	Other Current Expenses	67,230	48,600	48,600	0
040	Materials & Supplies	1,926,615	2,736,799	2,736,799	0
052	Taxes, Licenses & Permits	45,873	41,600	50,623	9,023
060	Equipment	19,758	0	0	0
081C5	DTIS - ISD	481,474	309,373	171,867	(137,506)
081ET	DTIS - Telephone	373,128	375,281	356,435	(18,846)
081HS	CHS - Medical Services	8,514	8,514	8,514	0
081HT	CHS - Toxic Waste	10,000	14,000	15,500	1,500
081PA	Purch - Central Shops Maint	3,025,814	3,105,099	3,650,853	545,754
081PM	Purch - City Mail	13,717	10,000	15,000	5,000
081PR	Purch - Reproduction	9,000	4,500	23,700	19,200
081RE	GF Real Estate Services	0	0	25,000	25,000
081UL	GF PUC Light, Heat and Power	547,424	462,511	610,144	147,633
081WB	DPW - BBR	288,183	191,475	271,958	80,483
081WC	DPW - Street Cleaning	13,866	13,000	13,000	0
081WH	DPW - Waste Disposal	114,044	0	0	0
081W1	PUC Sewer Charges	109,835	114,100	114,100	0
	Total Non-Labor	7,159,598	7,666,546	8,514,193	847,647
	Grand Total	9,498,994	10,312,306	11,278,424	966,118

Support Services Salary Detail

ID #	Code	Code	Title	FTE	Amount
Step M	A		Step Adjustments		(5,347)
Step M	A01		Step Adjustments		5,351
1446	AS	31J	Secretary II	1.00	57,375
1450	A		Executive Secretary I	1.00	62,488
1450	AS	31J	Executive Secretary I	(1.00)	(62,488)
1823	A		Senior Admin Analyst	1.00	90,994
1934	A		Storekeeper	4.00	199,712
1942	A		Asst Materials Coordinator	1.00	83,964
1942	AR	31B	Asst Materials Coordinator	(1.00)	(83,964)
7335	AR	31F	Senior Stationary Engineer	1.00	81,238
9991M			Special Salary Savings		0
9993M	A		Attrition	(1.47)	(91,761)
9993M	A01		Attrition	1.21	74,666
Total				6.74	412,228

Uniform Salaries

ID #	Code	Code	Title	FTE	Amount
Step U	A		Step Adjustments		(584)
Step U	A01		Step Adjustments		584
H2	A		Firefighter	10.00	863,388
H2	L		Firefighter	1.0	86,339
H2	LS	31C	Firefighter	(1.0)	(86,339)
H2	AS	31C	Firefighter	1.00	86,339
H3	A		Firefighter	1.00	99,754
H20	A		Lieutenant	1.00	100,328
H30	A		Captain	1.00	114,527
H51	A		Assistant Deputy Chief	1.00	170,303
9991U	A01		Special Salary Savings		3,947
9991U	A02		Special Salary Savings		(16)
9993U	A		Attrition	0.07	6,598
9993U			Attrition	(0.07)	(6,598)
Total				15.14	1,438,570

EXPENDITURE DESCRIPTION REPORT

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	340,287	333,635	412,228	78,593

Position Reclassification: The Department is proposing to reclassify a 1450 Executive Secretary to a 1446 Secretary II (Ref #31J).

Position Reassignment: The Department has reassigned one 1942 Assistant Materials Coordinator from Support Services to Training. This position has the responsibility of purchasing, tracking, and distributing clothing and uniforms to the members of the Department. This position is overseen by the Safety Officer, under the supervision of the Training Division. (Ref # 31B). The Department has also requested to reassign one 7335 Senior Stationary Engineer from the Auxillary Water Supply System (AWSS) to Support Services. This position will be assisting Support Services with facility maintenance under the direction of other Sationary Engineers. (Ref # 31F)

The increase in salaries is due an revision of the budgeted attrition for the Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
002	Uniform Salaries	1,254,660	1,433,058	1,438,570	5,512

Uniform salaries have increased because of the annualization of last year's salary increase.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Premium Pay	179,984	210,670	210,670	0

Premium pay is received by regular and uniform employees assigned to Support Services.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
010	Retroactive Salaries	0	0	0	0

This amount reflects the actual amount of vacation and retirement payouts (wellness and vested sick pay) assessed as a cost to the Support Services Division.

Support Services (315011)**San Francisco Fire Department Budget FY 2008**

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
011	Overtime	226,992	270,763	270,763	0

Support Services staff use overtime to maintain minimum staffing requirements.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
012	Holiday Pay	3,248	0	0	0

This amount covers pay on holidays for the stationary engineers who oversee the pump stations. This cost should have been charged to the AWSS program.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
013	Mandatory Fringe	334,225	397,634	432,000	34,366

The budget system calculates the appropriate mandatory fringe benefits for each bargaining unit.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
028	Bldg/Structure Maint	28,941	179,600	280,600	101,000

This item funds maintenance contracts to keep all of the fire stations functional, operational, and compliant with safety standards. The Department has increased this item substantially from last year's budget because of the actual expenses incurred in the current year to perform repairs.

a.	Pest Control.....	3,000
b.	Apparatus door repair (telescopic and regular)	100,000
c.	Exhaust extractor replacement parts	23,000
d.	Fuel pump maintenance	10,000
e.	Security services (on as-needed emergency basis to secure door area).....	5,000
f.	HVAC repairs	10,000
g.	Scavenger services	129,600

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
029	Equipment Maintenance	71,493	49,094	118,500	69,406

This item funds as needed repair and maintenance for the various equipment maintenance contracts to keep all of the fire stations functional, operational, and compliant with safety standards.

a.	Compressor annual maintenance	2,500
b.	Exhaust extractor repairs	10,000
c.	HVAC annual maintenance (IT equipment, E911 network)	2,500
d.	HVAC maintenance (building systems)	1,000
e.	Appliance repair.....	10,000
f.	Underground storage tank compliance monitoring	10,000
g.	Fire extinguisher annual inspection and maintenance	7,500
h.	Generator maintenance	25,000
i.	Defibrillator maintenance and repair (no longer under warranty).....	50,000

We have also increased the cost of this line item because of actual expenses incurred in the current year.

Support Services (315011)**San Francisco Fire Department Budget FY 2008**

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
030	Rents & Leases Bldgs	3,000	3,000	3,000	0

This item funds property rent payments to the State of California at a cost of \$250 per month.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
031	Rents & Leases – Equipment	1,689	0	0	0

This item funded equipment rental for oxygen cylinders. Under the new City term contract, these costs are now being charged to materials and supplies.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
035	Other Current Expenses	67,230	48,600	48,600	0
a.	Freight, delivery, and moving services.....				6,500
b.	Photocopiers (Cost Per Copy Program).....				42,000
c.	Subscriptions.....				100

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
040	Materials & Supplies	1,926,615	2,736,799	2,736,799	0

Descriptions of the types of items purchased annually are described below.

Support Services purchases hoses and hose appliance for routine replacements and updating of equipment. It also provides replacement and preventative maintenance of self contained breathing apparatus. Every year, the Department replaces 50 self contained breathing apparatuses and purchases 100 new 30 minute carbon-wrapped cylinders. These must be routinely replaced according to OSHA standards.

This line item also funds the purchase of small tools such as wrenches, pliers, screwdrivers, staple guns, hammers, and nails used to cover broken windows, broken doors, disconnect and dismantle appliances, and open locked doors. Tools are also used to work on motors and other mechanical equipment. All companies have a supply of fluids for apparatus and equipment to be used when Central Shops is closed and unavailable.

Annually, Support Services buys replacement prosser pumps to pump water out of basements and assist boats taking on water while docked and water vacuums that are assigned to each truck and are used to reduce damage to property in buildings and homes.

For incident scenes, the Department purchases roof and salvage covers used to protect against property damage after a fire incident, rescue ropes used to for hauling equipment, cliff rescue, and securing equipment and rappelling. Canvas and leather supplies are used at incident locations. Leather straps are used to tie ladders to fire escapes, carry saws to roofs, and assist with holding heavy large line hoses for long periods of time. Canvas carryalls are used for hauling debris and other heavy items from damaged buildings. Canvas bags are also used to carry hoses, fittings, shutoffs, and other firefighting equipment. The Department replaces sprinkler heads after fires to prevent additional water damage. To accomplish this task, the Department needs to stock a variety of sprinkler types.

The Department also needs to purchase specialized rescue gear, such as Tychem suits, webbing belt and rescue web gear, rapid rescue extraction equipment, confined space trench and rescue tools, rescue helmets, power purifying air respirator, litters with floatation and hoist cables, extraction rescue chairs for high rise buildings, and urban search and rescue tools.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
052	Taxes, Licenses & Permits	45,873	41,600	50,623	9,023
a.	Annual permit costs for generators from BAAQMD, \$552 for 25 units..			13,000	
B.	DPH Hazmat certified program fees			17,600	
c.	DPH backup generator registration fee.....			5,000	
d.	DBI permits for boiler and backup flow prevention.....			2,000	
e.	Fuel tax payments			4,000	
f.	Community Benefits Districts property tax for three firehouses			9,023	

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081C5	DTIS – ISD	481,474	309,373	171,867	(137,506)

This item covers network system support, Citywide IT services, telephone moves, adds, and changes, radio maintenance, application development, and support of the arson investigation support system. The decrease in the budgeted amount is due to the Mayor's Office moving a portion of the City-wide DTIS charges to the City's General Fund.

Support Services (315011)**San Francisco Fire Department Budget FY 2008**

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081ET	DTIS Telecommunications	373,128	375,281	356,435	(18,846)

This item supports the pass-through costs of phone service and pagers for the Fire Department. The decrease in the budgeted amount is based on the DTIS recommendation, which is based on current year expenditures.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081HS	CHS Medical Services	8,514	8,514	8,514	0

This item funds the Fire Department's share of the cost of a contract negotiated with Bay Area Communications Access. This company provides as needed sign language interpreters after regular business hours and on weekends and holidays. This service is legally mandated.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081HT	CHS – Toxic Waste	10,000	14,000	15,500	1,500

This item funds the annual certification of stations for compliance in handling and storing hazardous materials. We increased this request based on the estimate from the Department of Public Health.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081PA	Purch – Central Shops Maintenance	3,025,814	3,105,099	3,650,853	545,754

This item funds the vehicle and equipment maintenance of the Fire Department fleet. The increase in funding is due to the rising cost of maintenance and upkeep of the Department's aging ambulance fleet.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081PM	Purch – City Mail	13,717	10,000	15,000	5,000

This work order funds the mail services of the City mail room at 875 Stevenson. This amount is based on projections of actual mailing costs from the last several fiscal years.

Support Services (315011)**San Francisco Fire Department Budget FY 2008**

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081PR	Purch – Reproduction	9,000	4,500	23,700	19,200

This work order funds the reproduction of forms and manuals. All reproduction work orders for the Department have been moved to Support Services.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081RE	Real Estate Services	0	0	25,000	25,000

These funds are for a work order to Real Estate Services. The City leases sites for cell phone antennas to tenants, and the Department receives revenue each month for its sites. Previously, the costs of negotiating the leases for this program were taken out of revenue for this service, but now they have been separated and will be billed in a work order.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081UL	PUC Light, Heat, and Power	547,424	462,511	610,411	147,633

This item funds lighting and heating expense for all Fire Stations. This amount is based on a recommendation provided by the PUC.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081WB	DPW – BBR	288,183	191,475	271,958	80,483

a. Custodian salaries and supplies264,026

For services at 698 Second Street and 1415 Evans Street

b. Elevator contract services4,000

c. Fire Alarm contract services1,875

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081WC	DPW Street Cleaning	13,866	13,000	13,000	0

This item funds clearing of brush in the field.

Support Services (315011)**San Francisco Fire Department Budget FY 2008**

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081WH	DPW Waste Disposal	114,044	0	0	0

This item funded the Department's garbage pick-up services for all stations and management sites through DPW. These costs were moved to 028 building maintenance in FY 2007.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081W1	PUC Sewer Charges	109,835	114,100	114,100	0

This work order pays for sewer services from the PUC for all fire stations.

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TRAINING

PURPOSE: The Division of Training is responsible for providing comprehensive Fire and EMS instruction to and evaluation of all members of the Department to ensure effective emergency service to the citizens of San Francisco.

PROGRAM DESCRIPTION

The Division of Training provides a high level of training to the Department's staff and new recruits. Division staff is always looking for ways to update the curriculum to reflect new policies and procedures and meet the changing field environment.

Training Budget

Obj.	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	139,035	140,254	234,283	94,029
002	Uniform Salaries	1,531,290	2,181,878	2,200,580	18,702
009	Premium Pay	135,207	188,762	188,762	0
010	Retroactive Salaries	127,358	0	0	0
011	Overtime	105,563	202,260	202,260	0
013	Mandatory Fringe	298,440	423,614	465,815	42,201
	Total Labor	2,336,893	3,136,768	3,291,700	154,932
022	Training	0	0	0	0
023	Local Field Expense	0	0	0	0
024	Membership Fees	0	0	0	0
026	Other Fees	576	0	0	0
027	Professional Services	60,554	60,554	60,554	0
028	Bldg/Structure Maint	0	125,000	0	(125,000)
029	Equipment Maintenance	0	0	0	0
030	Rents & Leases-Bldgs/Struct	0	500	0	(500)
031	Rent & Leases - Equipment	0	0	0	0
032	Utilities	50,745	60,375	51,000	(9,375)
035	Other Current Expenses	25	137	100	(37)
040	Materials & Supplies	115,092	107,810	107,810	0
052	Taxes, Licenses & Permits	47,480	45,000	48,000	3,000
060	Equipment	11,447	0	0	0
081CA	GF Admin Services	0	0	1,800,000	1,800,000
081ED	Business and Economic Dev.	1,800,000	1,800,000	0	(1,800,000)
081PR	Purch - Reproduction	31,047	5,000	0	(5,000)
081WB	DPW Bureau of Building Repair	0	0	125,000	125,000
	Total Non-Labor	2,371,596	2,204,376	2,192,464	(11,912)
	Grand Total	4,708,489	5,341,144	5,484,164	143,020

Training Salary Detail

Regular Salaries

ID #	Code	Ref	Title	FTE	Amount
Step M	A		Step Adjustments		(2,596)
Step M	A01		Step Adjustments		2,596
1426	A		Clerk Typist	3.0	156,157
1942	R	31B	Assistant Materials Coordinator	1	83,964
9991M	A		Salary Savings	0	0
9993M	A		Attrition	(0.20)	(10,337)
9993M	A01		Attrition	0.09	4,499
Total				3.89	234,283

Uniform Salaries

ID #	Code	Ref	Title	FTE	Amount
Step U	A		Step Adjustments		(1,126)
Step U	A01		Step Adjustments		1,126
H20	A		Lieutenant	1.00	100,328
H28	A		Lieutenant	7.00	801,505
H33	A		Captain	5.00	572,634
H39	A		Captain	3.00	412,328
H43	A		Section Chief	1.00	137,469
H51	A		Assistant Deputy Chief	1.00	170,303
9991U	A01		Salary Savings	0	6,010
9991U	A02		Salary Savings	0	3
9993U	A		Attrition	0	0
Total				18.00	2,200,580

EXPENDITURE DESCRIPTION REPORT

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	139,035	140,254	234,283	94,029

Position Reassignment: The Department has reassigned one 1942 Assistant Materials Coordinator from Support Services to Training. This position has the responsibility of purchasing, tracking, and distributing clothing and uniforms to the members of the Department. This position is overseen by the Safety Officer, under the supervision of the Training Division. (Ref # 31B).

The remaining salary increases reflect changes to the negotiated Memorandums of Understanding with the City.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
002	Uniform Salaries	1,531,290	2,181,878	2,200,580	18,702

The increase in uniform salaries reflects the annualization of the salary rate increase from last fiscal year.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Premium Pay	135,207	188,762	188,762	0

This item covers the cost of premium pay for training division employees.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
010	Retroactive Salaries	127,358	0	0	0

This amount reflects the actual amount of vacation and retirement payouts (wellness and vested sick pay) assessed as a cost to the Training Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
011	Overtime	105,563	202,260	202,260	0

The Training Division employees spend overtime to run special training sessions on weekends or after hours or to complete work on schedule as required.

Training (315018)**San Francisco Fire Department Budget FY 2008**

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
013	Mandatory Fringe	298,440	423,614	465,815	42,201

The budget system calculates the mandatory fringe benefits for every bargaining unit.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
027	Professional Services	60,554	60,554	60,554	0

This item used to fund an old maintenance contract for the Treasure Island Training Facility.
This amount now covers the Kidde Fire contract annual cost.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
028	Bldg/Structure Maint	0	125,000	0	(125,000)

The City has mandated that all City-owned facilities use DPW's Bureau of Building Repair for repairs and maintenance to the buildings. These funds have been moved to object 081WB as a work order to DPW.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
030	Rents & Leases Bldgs	0	500	0	(500)

This item used to fund the rental costs for the graduation services of H2 Firefighters. As the Department is not anticipating an H2 class in the coming fiscal year, the funding for item has been eliminated.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
032	Utilities	50,745	60,375	51,000	(9,375)

This item funds electricity use at the Treasure Island training facility. The decreased amount is based on a revised estimate of electricity costs.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
035	Other Current Expenses	25	137	100	(37)

This item funds overnight mail and freight charges.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
040	Materials & Supplies	115,092	107,810	107,810	0
a.	Data processing supplies.....				10,000
b.	Audio visual, digital photo supplies, and training videos.....				25,000
c.	American Heart Association recognition cards				5,000
d.	ALS training mannequins				8,200
e.	ELS computer simulator licensing.....				3,000
f.	Office supplies, testing forms, and textbooks.....				7,000
g.	CO2 gas, smoke generation liquid for Treasure Island				4,160
h.	Calibration gas and acid.....				2,165
i.	Lumber and building supplies.....				13,500
j.	Three Scott SCBAs with voice emitter.....				4,450
k.	ID tags and related supplies				12,335
l.	Medical supplies for training				13,000

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
052	Taxes, Licenses & Permits	47,480	45,000	48,000	3,000

This item funds the renewal cost of paramedic licenses.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081ED	Business and Economic Development	1,800,000	1,800,000	0	(1,800,000)

This item funds the annual rent of the Treasure Island training facility. This amount was moved from a work order for the Office of Business and Economic Development to Administrative Services as a result of an administrative change by the City.

Training (315018)**San Francisco Fire Department Budget FY 2008**

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081CA	GF Admin Services	0	0	1,800,000	1,800,000

This item funds the annual rent of the Treasure Island training facility. This amount was moved from a work order for the Office of Business and Economic Development to Administrative Services. Administrative Services now manages the accounting transactions for Treasure Island.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081PR	Purch – Reproduction	31,047	5,000	0	(5,000)

This work order funds the printing of manuals and training bulletins for the Division of Training, the Treasure Island Training Facility, and printed materials for Battalion-based training. Beginning in this budget year, any expenses for Reproduction will be in the Support Services Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081WB	DPW Bureau of Building Repair	0	0	125,000	125,000

The City has mandated that all City-owned facilities use DPW's Bureau of Building Repair for repairs and maintenance to the buildings. These funds have been moved from object 028 in the form of a work order for DPW.

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TESTING

Obj.	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Premium Pay			18,614	18,614
011	Overtime Uniform	0	0	232,673	232,673
013	Fringe			4,398	4,398
	Total Labor	0	0	255,685	255,685
021	Travel			69,500	69,500
027	Professional Services	0	0	313,791	313,791
030	Rents and Leases			401,395	401,395
035	Other Current Expenses		0	10,240	10,240
040	Materials & Supplies		0	6,920	6,920
081H1	General Fund Exams	6,357	0	289,731	289,731
081PM	Purchasing Mail		0	14,665	14,665
	Total Non-Labor	6,357	0	1,106,242	1,106,242
	Grand Total	6,357	0	1,361,927	1,361,927

EXPENDITURE DESCRIPTION REPORT

The Department started to administer promotional exams in the current fiscal year, completing an H 30 captains exam. This budget proposal includes enough funding to cover the development and administration of promotional examinations for the H 20 Lieutenant and H 40 Battalion Chief ranks as well as the funding for consulting services for exam development for an H 2 Firefighter exam.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Premium Pay	0	0	18,614	18,614

This funding will cover the cost of premium pay for overtime for uniform members who will serve as subject matter experts for exam development and key committees or for the backfill in the field of members detailed to serve in this capacity on an 80 hour week schedule.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
0011	Overtime	0	0	232,673	232,673

This funding will cover the cost of overtime pay for overtime for uniform members who will serve as subject matter experts for exam development and key committees or for the backfill in the field of members detailed to serve in this capacity on an 80 hour week schedule.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Mandatory Fringe Benefits	0	0	4,398	4,398

This funding will cover the cost of fringe benefits overtime for uniform members who will serve as subject matter experts for exam development and key committees or for the backfill in the field of members detailed to serve in this capacity on an 80 hour week schedule.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
021	Travel	0	0	69,500	69,500

This allocation covers the cost of travel for subject matter experts outside the Department who will participate in the examination process.

Testing (310120)**San Francisco Fire Department Budget FY 2008**

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
027	Professional Services	0	0	313,791	313,791

This funding will cover the cost of consulting services from examination professionals who will work on exam development and materials. It also covers the cost of the per diem rates of assessors or roleplayers for the examination process. The Department is projecting to carry forward \$205,789 in funds from the current fiscal year to supplement this request for funding.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
030	Rents and Leases	0	0	401,395	401,395

This subobject covers the cost of renting meeting and guest rooms in hotels for the exam development, administration, and key development. It also includes the cost of food and beverage from these facilities.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
035	Other Current Expenses	0	0	10,240	10,240

This funding is for the cost of advertising for examination proctors.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
040	Materials and Supplies	0	0	6,920	6,920

This line item covers the cost of various office supplies and audio and videotapes.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081H1	General Fund Exams	6,357	0	289,731	289,731

This line item used to fund proctor services for the administration of exams for the recruitment of new firefighters and for promotional examinations.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081PM	Purchasing Mail	0	0	14,665	14,665

This line item used to fund mailing expenses for candidate letters and materials to candidates, assessors, and role players who participate in the examination process.

Testing (310120)

San Francisco Fire Department Budget FY 2008

The table shows in greater detail how the examination expenses are allocated between the three proposed exams. The Department will be requesting to carry forward \$205,789 in funding from the current fiscal year, so the budget request varies from the total by that amount.

Object and Expense Description	H 20	H 40	H 2	Total	Budget Request
09000 Premiums	7,188	11,426		18,614	18,614
01102 Overtime/Backfill Costs	89,845	142,828		232,673	232,673
01300 Fringe Benefits	1,735	2,663		4,398	4,398
02100 Assessor/Roleplayer Travel Expenses	49,500	20,000		69,500	69,500
02751 Test Consultant	82,500	60,500	210,000	353,000	147,211
02752 Consultant Reimbursable Expenses	79,365	30,173	23,066	132,604	132,604
02700 Assessor/Roleplayer/SKDC Per Diem	25,296	8,680		33,976	33,976
03000 Rental of Hotel Meeting / Testing Rooms	214,750	66,500	58,984	340,234	340,234
03000 Food and Beverage	44,383	15,573	1,205	61,161	61,161
03510 Recruitment of Firefighter Candidates			10,000	10,000	10,000
03512 Advertising for Proctors	120		120	240	240
04000 Supplies and Materials	2,122	607	1,535	4,264	4,264
04000 Audio and Videotapes	1,571	1,085		2,656	2,656
081H1 Test Proctors	139,665	28,416	121,650	289,731	289,731
081PM Postage	1,131	94	13,440	14,665	14,665
Grand Total	739,134	388,582	440,000	1,567,716	1,361,927

UNIFORMS

EXPENDITURE DESCRIPTION REPORT

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
040	Materials and Supplies	640,308	682,646	1,477,734	795,088

These funds support annual uniform expenses and personal protective equipment (PPE) for existing employees, new recruits, and new EMTs and paramedics. Because of City funding constraints, the Department agreed to a reduction in uniform funds in FY05 from \$1,462,509 to the current funding level of \$682,646 and maintained this level of funding in FY06. As a result, it has not been replacing its personal protective equipment on a schedule according to NFPA standards. Having worn personal protective equipment also increases the risk of injury and may result in OSHA violations.

The Department has analyzed the issuance of PPE to its 1,600 field employee and estimates that 10% of the equipment is 9 years or older, 15% is 8 years old, 15% is 7 years old, 20% is 6 years old and 40% is 5 years old. To put the replacement of this equipment on a schedule, the Department is requesting to replace equipment issued more than 7 years ago.

The total cost of PPE per field person is \$1,832 plus tax (\$1,030 for the coat, \$542 for the pants, and \$260 for the boots). Under this proposal, the Department would replace 400 sets of PPE for a total cost of \$795,088.

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AUXILLARY WATER SUPPLY SYSTEM (AWSS)

PURPOSE: To assist in fire prevention by maintaining the City of San Francisco's high and low pressure water systems.

PROGRAM DESCRIPTION

The staff of the AWSS is responsible for maintenance and repair of the low and high water pressure system in San Francisco. This system includes all of the lines and hydrants as well as pump stations and water towers.

AWSS Budget

Obj.	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	886,658	1,181,996	1,181,079	(917)
005	Temporary Salaries	0	0	0	0
009	Premium Pay	15,701	0	80,808	80,808
011	Overtime	159,168	0	162,000	162,000
012	Holiday Pay	9,251	0	9,367	9,367
013	Mandatory Fringe	253,498	313,129	322,391	9,262
	Total Labor	1,326,911	1,495,125	1,755,645	260,520

AWSS Salary Detail

ID #	Code	Code	Title	FTE	Amount
Step M	A		Step Adjustments		2,476
Step M	A01		Step Adjustments		(2,479)
0931	AS	31E	Manager III	1.00	120,516
7134	A		Water Construction Maint Su	1.00	114,773
7134	AS	31E	Water Construction Maint Su	(1.00)	(114,773)
7205	A		Chief Stationary Engineer	1.00	90,967
7250	A		Utility Plumber Supervisor I	1.00	101,095
7334	A		Stationary Engineer	2.00	143,334
7335	A		Senior Stationary Engineer	1.00	81,238
7335	AR	31F	Senior Stationary Engineer	(1.00)	(81,238)
7388	A		Utility Plumber	8.00	719,597
7514	A		General Laborer	1.00	56,536
9993M	A		Attrition	(1.22)	(106,956)
9993M	A01		Attrition		55,993
Total				12.78	1,181,079

EXPENDITURE DESCRIPTION REPORT

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	886,658	1,181,996	1,181,079	(917)

Position Substitutions: The Department substituted one 7134 Water Construction Maintenance Supervisor for one 0931 Manager III (Ref # 31E). The Department selected an MCCC classification because it was unable to use the 7134, which is a PUC-only classification. This position will serve as the manager of the AWSS program.

Position Reassignments: We are proposing to reassign a 7335 Senior Stationary Engineer from the Water Program to Support Services (Ref # 31F).

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Premium Pay	15,701	0	80,808	80,808

This item covered premium pay expense from employee work. The Department has added the routine premium pay expense and the expense for standby pay to the budget for the next fiscal year. This item also covers standby pay received by AWSS employees for 16 hour coverage on weekdays and 24 hour coverage on weekends.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
011	Overtime	159,168	0	162,000	162,000

The maintenance crews need to perform repairs in busy or congested areas either after hours or over the weekends. In addition, the Department may have an emergency repair that needs immediate attention, resulting in overtime expenses.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
012	Holiday Pay	9,251	0	9,367	9,367

Some workers are scheduled to work on a daily basis regardless of legal holidays, resulting in the payment of holiday pay.

Object	Title	Actual FY 2004	Budget FY 2006	Budget FY 2007	Change in Budget
013	Mandatory Fringe	253,498	313,129	322,391	9,262

The budget system calculates the appropriate mandatory fringe benefits for each bargaining unit.

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NON GENERAL FUND SUPPORTED EXPENSE APPROPRIATIONS SUMMARY

Obj	Description	FY 2006 Actual	FY 2007 Budget	FY 2008 Budget	Variance Budget 07 to 08	% Variance
001	Permanent Salaries	99,547	101,592	103,267	1,675	2%
002	Uniform Salaries	11,723,377	12,782,887	12,713,162	(69,725)	-1%
005	Temporary Salaries	123,048	161,348	135,288	(26,060)	-16%
009	Premium Pay	1,931,426	1,790,699	2,021,820	231,121	13%
010	Retroactive Salaries	329,942				
011	Overtime	2,202,447	2,269,149	2,486,837	217,688	10%
013	Mandatory Fringe	1,859,863	2,737,984	2,799,416	61,432	2%
	Total Labor	18,269,650	19,843,659	20,259,790	416,131	2%
020	Indirect Cost Reimbursement	111,669	228,802	111,802	(117,000)	-51%
032	Utilities	18,423	19,010	19,010	0	0%
040	Materials & Supplies	358	300	0	(300)	-100%
081	Materials & Supplies	468,378	322,629	481,879	159,250	49%
	Total Non Labor	598,828	570,741	612,691	41,950	7%
	Total Cost	18,868,478	20,414,400	20,872,481	458,081	2%
086	Recovery from Other Depts	(5,041,801)	(4,277,325)	(4,277,325)	0	0%
	Net Cost	13,826,677	16,137,075	16,595,156	458,081	3%

NON GENERAL FUND SUPPORTED EXPENSE SUMMARY BY DIVISION

Obj	Title	Airport	Fireboat	Treasure Island	Total
001	Permanent Salaries	103,267	0	0	103,267
002	Uniform Salaries	8,629,503	1,219,919	2,863,740	12,713,162
005	Temporary Salaries	0	135,288		135,288
009	Premium Pay	1,408,724	178,459	434,637	2,021,820
011	Overtime	1,734,087	223,020	529,730	2,486,837
013	Mandatory Fringe	2,088,942	236,880	473,594	2,799,416
020	Indirect Cost Reimbursement	0	111,802		111,802
032	Utilities			19,010	19,010
081	Other Current Expenses	0	340,879	0	340,879
	FY Budget FY 2008	13,964,523	2,446,247	4,320,711	20,731,481
	FY Budget FY 2007	13,845,159	2,296,185	4,277,325	20,418,669
	Change in Budget	119,364	150,062	43,386	312,812
	Percentage Change	1%	7%	1%	2%

AIRPORT

PURPOSE: The Airport Division provides fire protection, training, fire prevention, code enforcement, emergency medical services, hazardous materials abatement, and community-based fire safety.

PROGRAM DESCRIPTION

The Airport Division is located at San Francisco International Airport, which is about twelve miles south of San Francisco and covers five square miles. It is the fifth busiest airport in the United States and the ninth busiest airport in the world. Aircraft rescue and fire fighting operations are regulated by the Federal Aviation Administration (FAA). All Airport Division personnel are certified by the FAA annually.

Airport Budget

Obj.	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	99,547	101,592	103,470	1,878
002	Uniform Salaries	7,856,003	8,823,345	8,629,503	(193,842)
009	Premium Pay	1,216,720	1,208,062	1,408,724	200,662
010	Retroactive Salaries	173,945			
011	Overtime	1,656,887	1,528,399	1,734,087	205,688
013	Mandatory Fringe	1,874,878	2,066,761	2,088,942	22,181
	Total Labor	12,877,980	13,728,159	13,964,726	236,567
020	Indirect Cost Reimbursement	0	117,000	0	(117,000)
	Total Non-Labor	0	117,000	0	(117,000)
	Grand Total	12,877,980	13,845,159	13,964,726	119,567

Airport Salary Detail

Permanent Salaries

ID #	Code	Code	Title	FTE	Amount
Step M	A		Step Adjustments		(203)
6281	A		Fire Safety Specialist	1.00	103,470
9991M			Salary Savings		0
Total				1.00	103,267

Uniform Salaries

ID #	Code	Code	Title	FTE	Amount
Step U	A		Step Adjustments		(16,749)
Step U	A01		Step Adjustments		16,749
H2	A		Firefighter	72.00	6,216,394
H3	A		Firefighter Paramedic	7.00	698,279
H4	A		Inspector	2.00	206,921
H20	A		Lieutenant	11.00	1,103,612
H22	A		Lieutenant	1.00	113,222
H28	A		Lieutenant Training	1.00	114,501
H28	AS	31O	Lieutenant Training	(1.00)	(114,501)
H30	A		Captain	3.00	343,580
H32	A		Captain	1.00	129,326
H33	AS	31O	Captain EMS	1.00	114,527
H39	A		Captain	1.00	137,443
H51	A		Assistant Deputy Chief	1.00	170,303
9991U	A01		Special Salary Savings		24,304
9991U	A02		Special Salary Savings		(724)
9993U	A		Attrition	(3.75)	(346,723)
9993U	A01		Attrition	(2.60)	(280,961)
Total				94.19	8,629,503

EXPENDITURE DESCRIPTION REPORT

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	99,547	101,592	103,470	1,878

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
002	Uniform Salaries	7,856,003	8,823,345	8,629,503	(193,842)

Position Substitution: We are proposing to reclassify a H 28 Training Lieutenant to an H 33 EMS Captain (Ref #31O). This position will be responsible for providing suppression and medical training for Department staff assigned to the Airport.

The change in uniform salaries reflects the annualization of the salary rate increase from last fiscal year. It also includes an increase in the attrition amount budgeted to reflect the Airport's actual staffing level and their greater use of overtime as relief factor when full time employees use paid time off or are on leave.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Premium Pay	1,216,720	1,208,062	1,408,724	200,662

This item covers the cost of premium pay for Airport Division employees. This amount has been adjusted based on current year expenditures.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
011	Overtime	1,656,887	1,528,399	1,734,087	205,688

The Airport Division uses overtime to cover staffing shortages. This overtime amount was increased to reflect the Airport's increased use of overtime to fill its daily minimum staffing level.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
013	Mandatory Fringe	1,874,878	2,066,761	2,088,942	22,181

The budget system calculates the appropriate mandatory fringe benefits for each bargaining unit.

Airport (315017)**San Francisco Fire Department Budget FY 2008**

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
020	Indirect Cost Reimbursement	0	117,000	0	(117,000)

This item has been included to cover overhead expenses from the SFFD. However, these costs are not eligible under the City agreement with the Airport, so this line item has been eliminated.

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FIREBOAT

PURPOSE: The Fireboat Division, under the supervision of the Operations Division, operates and maintains the two City of San Francisco Fireboats, the Phoenix and the Guardian.

PROGRAM DESCRIPTION

The Fireboat Division is responsible for to waterfront fire suppression coverage and water rescue on the San Francisco Bay. The fireboats also serve as auxiliary water pumping stations and can be used to substitute for pump stations if the City experiences a water system failure.

Fireboat Budget

Obj.	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
002	Uniform Salaries	1,039,505	1,121,939	1,219,919	97,980
005	Temporary Salaries	123,048	161,348	135,288	(26,060)
009	Premium Pay	155,398	148,000	178,459	30,459
010	Retroactive Salaries	107,227	0	0	0
011	Overtime	176,148	211,020	223,020	12,000
013	Mandatory Fringe	187,359	214,878	236,880	22,002
	Total Labor	1,788,685	1,857,185	1,993,566	136,381
020	Indirect Cost Reimbursement	111,669	111,802	111,802	0
040	Materials and Supplies	358	300	0	(300)
081HZ	HR Management Info Sys		4,269	4,269	0
081PA	Purchasing Central Shops	16,175	12,929	30,910	17,981
081WE	DPW Engineering	448,000	300,000	441,000	141,000
081W1	PUC Sewer Service	4,203	9,700	5,700	(4,000)
	Total Non-Labor	580,405	439,000	593,681	154,681
	Grand Total	2,369,090	2,296,185	2,587,247	291,062

Fireboat Salary Detail

ID #	Code	Code	Title	FTE	Amount
Step U	A		Step Adjustments		(3,786)
Step U	A01		Step Adjustments		3,786
H20	A		Lieutenant	2.00	200,657
H22	AN		Lieutenant BFP	.75	84,916
H30	A		Captain	1.00	114,527
H32	A		Captain	1.00	129,326
H110	A		Marine Engineer of Fireboats	3.00	343,580
H120	A		Pilot of Fireboats	3.00	343,580
9991U	A01		Special Savings		3,090
9991U	A02		Special Savings		243
Uniform Salaries				10.75	1,219,919

EXPENDITURE DESCRIPTION REPORT

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
002	Uniform Salaries	1,039,505	1,121,939	1,219,919	97,980

The increase in uniform salaries reflects the annualization of the salary rate increase from last fiscal year.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
005	Temporary Salaries	123,048	161,348	135,288	(26,060)

Temporary salaries are used to pay for substitute pilots if the H110 engineers and H120 pilots are not available. The premium pay adds to the total FTE count of the division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Premium Pay	155,398	148,000	178,459	30,459

This item covers the cost of premium pay for Fireboat employees.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
010	Retroactive Salaries	107,227	0	0	0

This amount reflects the actual amount of vacation and retirement payouts (wellness and vested sick pay) assessed as a cost to the Fireboat Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
011	Overtime	176,148	211,020	223,020	12,000

The Fireboat Division uses overtime to cover staffing shortages.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
013	Mandatory Fringe	187,359	214,878	236,880	22,002

The budget system calculates the appropriate mandatory fringe benefits for each bargaining unit.

Fireboat (315020)**San Francisco Fire Department Budget FY 2008**

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
020	Indirect Cost Reimbursement	111,669	111,802	111,802	0

This item funds overhead expenses incurred by the City.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
040	Materials and Supplies	358	300	0	(300)

This amount used to fund miscellaneous supplies.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081HZ	HR Management Sys		4,269	4,269	0

This budget item allocates funds for the Citywide HR system.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081PA	Purchasing Central Shops	16,175	12,929	30,910	17,981

This budget item reflects the annual cost of fireboat maintenance. Expenses in the current fiscal year have been much higher than anticipated. As a result, we have increased this item in next year's budget.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081WB	Bureau of Engineering	448,000	300,000	441,000	141,000

This budget item funds the biannual maintenance for the Phoenix and Guardian fireboats, which are serviced on alternate years. This year, the Guardian is scheduled for maintenance. The basic maintenance includes hull inspection and hull thickness measurements, replacement of hull and sea chest zinc anode removal and replacement, inspection of the rudders and propellers, and coating the deck and hull. Major repair work could include sea chest repairs, propeller repair and replacements, bilge pump refurbishment, repairing towers, rudder work, and replacing fire pump discharge lines. We have increased this item based on the contractual cost of making the repairs that will be needed for the Guardian when it goes into dry dock in the coming year.

Fireboat (315020)**San Francisco Fire Department Budget FY 2008**

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
081W1	PUC Sewer Service	4,203	9,700	5,700	(4,000)

This budget item funds charges for sewer services to the Fireboat facility.

TREASURE ISLAND

PURPOSE: To provide fire suppression and emergency medical service to Treasure Island.

PROGRAM DESCRIPTION

This station is part of the larger Operations Division that provides fire suppression, emergency medical, and hazardous material containment services.

Treasure Island Budget

Obj.	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
002	Uniform Salaries	2,827,869	2,837,603	2,863,740	26,137
009	Premium Pay	559,308	434,637	434,637	0
010	Retroactive Salaries	48,770			0
011	Overtime	369,412	529,730	529,730	0
013	Mandatory Fringe	443,616	456,345	473,594	17,249
	Total Labor	4,248,975	4,258,315	4,301,701	43,386
029	Equipment Maintenance	6,362			
032	Utilities	18,423	19,010	19,010	0
	Total Non-Labor	24,785	19,010	19,010	0
086BE	Expense Recovery from Economic Development	(4,277,325)	(3,200,000)	(3,200,000)	0
087	Expense Recovery Unallocated		(1,077,325)	(1,077,325)	0
	Grand Total	(3,565)	0	43,386	43,386

Treasure Island Salary Detail

Uniform Salaries

ID #	Code	Code	Title	FTE	Amount
Step U	A		Step Adjustments		(1,178)
Step U	A01		Step Adjustments		1,178
H2	A		Firefighter	20.00	1,726,776
H3	A		Firefighter Paramedic	5.00	498,771
H20	A		Lieutenant	4.00	401,314
H30	A		Captain	2.00	229,054
9991U	A01		Special Salary Savings		7,816
9991U	A02		Special Salary Savings		9
9993U	A		Attrition	(.02)	(2,095)
9993U	A01		Attrition	.02	2,095
				31.00	2,863,740

EXPENDITURE DESCRIPTION REPORT

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
002	Uniform Salaries	2,827,869	2,837,603	2,863,740	26,137

Uniform salaries have increased in accordance with Memorandum of Understanding with SF Firefighters Local 798.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
009	Premium Pay	559,308	434,637	434,637	0

This item covers the cost of premium pay for Treasure Island Station employees.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
010	Retroactive Salaries	48,770	0	0	0

This amount reflects the actual amount of vacation and retirement payouts (wellness and vested sick pay) assessed as a cost to the Treasure Island Station.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
011	Overtime	369,412	529,730	529,730	0

The Treasure Island Station uses overtime to cover staffing shortages. Most of the overtime has been moved to the Operations Division.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
013	Mandatory Fringe	443,616	456,345	473,594	17,249

The budget system calculates the appropriate mandatory fringe benefits for each bargaining unit.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
032	Utilities	18,423	19,010	19,010	0

This item funds utilities expense at the Treasure Island Station.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
086BE	Expense Recovered from Economic Development	(5,041,801)	(3,200,000)	(3,200,000)	0

This item represents the recovery received from Treasure Island Development Authority.

Object	Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
087	Expense Recovery Unallocated	0	(1,077,325)	(1,077,325)	0

This item represents additional recovery received from Treasure Island Development Authority.

EQUIPMENT**Vehicle Replacements**

Because of funding constraints, the Department has been falling behind on its goal of replacing 4 engines and 1 aerial ladder truck per year. In addition, the habit of purchasing large number of vehicles in certain years means that the need for replacements will be greater in some years. Department currently uses as front line apparatus 6 engines that are at least 10 years old and four trucks that are 15 years old. Based on this information, we are recommending requesting 6 engines and two trucks for FY 2008.

The Department deploys a maximum of 25 ambulances per day. On a five year replacement cycle, the Department should purchase 5 per year. We recommend requesting 5 ambulances in the budget.

The Department also deploys 16 AC/BC/RC vehicles per day. We are behind in replacing these vehicles, some of which are ten years old. We recommend requesting 4 BC/RC vehicles.

We are also recommending replacing two AWSS vehicles purchased in 1984 and 1986.

Description	Quantity	Unit Cost	Total Cost
Triple Combination Pumper (Engine)	6	400,000	2,400,000
Aerial Ladder Truck	2	708,750	1,417,500
Ambulance	5	121,800	609,000
BC/RC/AC vehicles	4	37,800	151,200
AWSS utility truck with boom	2	59,535	119,070
TOTAL	19	1,327,885	4,696,770

Defibrillators

The County Emergency Medical Services Agency is mandating that all ambulances have the capability of using 12-lead electrocardiograms (EKG) by the end of calendar year 2007.

The Department owns 130 defibrillators, 55 1600 Series devices, which need to be retired, 56 M Series, which can be upgraded for additional functionality, and 19 AEDs, which can be operated in an automatic mode at the accepted lower settings but cannot be upgraded to 12 lead functionality.

The Department deploys a maximum of 25 ambulances daily. The Department is requesting, at a minimum, to receive funding to upgrade its current equipment to 12-lead capability for a total cost of \$282,100. It is also hoping for funding to replace some of the aging 1600 series defibrillators.

Cost to upgrade current equipment..... \$10,850 x 26 = \$282,100
 Cost to replace 26 units..... \$28,622 x 26 = \$744,180

Computer Replacement Plan for E 911 Network

The Department has 400 computers that are connected to the E 911 network and are used to run the scheduling system. These computers were purchased in 1998 when the new computer-aided dispatch system was launched. We are proposing to replace all of the computers over two years.

Computer Replacement..... \$1,500 x 200 = \$300,000

Physical Fitness Equipment

As part of the Mayor's fitness initiative, the Department is requesting funds to purchase aerobic and resistance exercise equipment for the stations.

Equipment cost..... (42 stations @ \$7,000 each) \$294,000

Replacement Radios

The Department has not placed a request for radios in its budget because the responsibility for the purchase and replacement of radios has been given to the Department of Emergency Management. However, it wishes to stress the importance of funding replacement radios in the FY08 budget.

ONE TIME EFFICIENCY PROPOSALS

Buyout of Lease for Electronic Patient Care Record (EPCR) Program

In FY06, the Department received funding for the EPCR program of \$705,913. Unfortunately, this appropriation was not enough to cover the entire cost of the system, which was \$1,485,716. As a result, the Department entered into a payment agreement with its billing vendor, American Medibanc, to pay off the cost of the system over a 4 year period for a total cost of \$1,774,661. The Department used the project appropriation for related IT equipment and has allocated the remaining funds for the monthly payments rather than deducting these costs from revenue. As of the end of the fiscal year, the Department will have paid \$520,029 for the system, leaving a project balance of \$164,163.

The Department is requesting \$941,775 to payoff this loan. This payoff would result in a savings of \$114,141 in interests costs, or 12% of the total request.

Without these funds, the Fire Department will incur costs for this loan that will reduce revenues by a total of \$1,164,413 over the next three fiscal years.

Initial Purchase Cost of the system	\$1,485,716
Total Cost of the Loan	\$1,774,661
Payments by end of FY07	\$517,609
Interest paid by end of FY07	\$137,832
Total remaining payments	\$1,220,079
Buyout amount if paid before 9/1/2007	\$1,105,938
Balance of project acct at end of FY	\$164,163
Amount needed for buyout	\$941,775
Savings in interest	\$114,141
Savings as % of total funding requested	12%
Affect on EMS revenue annually without pre payment	
FY08	\$277,082
FY09	\$443,665
FY10	\$443,665
Total	\$1,164,413

NERT PROGRAM

Obj.	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
011	Overtime	0	0	230,400	230,400
013	Mandatory Fringe	0	0	4,032	4,032
	Total Labor	0	0	234,432	234,432
040	Materials and Supplies	0		74,400	74,400
081 PR	Reproduction	0	0	120,000	120,000
	Total Non-Labor	0	0	194,400	194,400
	Total Budget			428,832	428,832

This budget projects that NERT will run 60 classes of 40 participants for a total of 2,400 individuals trained over the next fiscal year.

FEMA GRANT

Fire Prevention Grant

Fund/Subfund: 2S PPF GNC

Index Code: 315046

Grant Code: FEMA07

Because of a grant extension, we are anticipating that activity on this grant will continue through July or August of 2007. As a result, we have extended the grant position authority to cover this time period.

Obj.	Object Title	Actual FY 2006	Budget FY 2007	Budget FY 2008	Change in Budget
001	Permanent Salaries	0	36,143	7,403	(28,740)
002	Uniform Salaries		102,877	10,336	(92,541)
013	Mandatory Fringe	0	30,605	3,995	(26,610)
	Total Labor	0	169,625	21,734	(147,891)
027	Professional Services	0	70,000	0	(70,000)
040	Materials and Supplies	0	135,686	0	(135,686)
	Total Non-Labor	0	205,686	0	(205,686)
	Total Budget		375,311	21,734	(353,577)

Regular Salaries

ID #	Code	Code	Title	FTE	Amount
Step M	Z		Step Adjustments		26
1822	G		Jr Administrative Analyst	0.50	36,883
1822	G1		Jr Administrative Analyst	(0.40)	(29,506)
Total				0.10	7,403

Uniform Salaries

ID #	Code	Code	Title	FTE	Amount
Step U	Z		Step Adjustments		(38)
H4	G		Inspector	1.00	103,460
H4	G1		Inspector	(0.90)	(93,114)
Total					10,336

Fire Commission

TEXT ONLY:



PRINT:

TEXT SIZE:



February 21, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Wednesday, February 21, 2007 - 3:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

Commissioner Clem Clarke, Hearing Officer

2. CASE NO. 06-9: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT (Continued from 1/9/07 and 1/30/07)

On August 24, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Dustin Ruff with misconduct and violation of Department Rules and Regulations as follows:

- Section 3911 - Altercations
- Section 3915 - Proper Behavior
- Section 3919 - Unacceptable Language
- Section 3920 - Violence
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Workplace Violence Guidelines

DOCUMENTS DEPT.

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This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything

pertaining to the complaint and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on complaint (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-09

FIRE COMMISSION REGULAR MEETING
Thursday – February 22, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

DOCUMENTS DEPT.

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02-20-07411:24 RCVD

2. RETIREMENT CERTIFICATE [Discussion]

Reporting Award of Honorable Service to the following member:

Firefighter Paula C. Corcoran	Type of Retirement Service	Years of Service 13-1/2	Retirement Date Jan. 02, 2007
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3. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

4. APPROVAL OF THE MINUTES [Action]

Regular Meetings of January 25 and February 8, 2007, and Special Meetings of December 11, 2006 (5:30 p.m.), February 8, 2007 (4:00 p.m.) and February 13, 2007 (3:30 p.m.).

Action to be taken: Approval of the minutes

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access¹

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]

(February 1, 2007 through February 15, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Thomas O'Connor, San Francisco Firefighter Cancer Prevention Foundation, apprising the Commission of the newly formed foundation by San Francisco Firefighters Local 798 and retired Captain Tony Stefani and requesting the assistance of the Commission in identifying past members who have passed away, especially from cancer. Copy: Commissioners, Chief of Department and Secretary to Deputy Chief, Operations.
2. From James Corrigan, criticizing the Commission for not responding to his November 4, 2007 letter. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Gloria Fisher, UCSF, Bay Area Prenatal AIDS Center, thanking the San Francisco Firefighters Toy Program for their continuing support of the program and expressing heartfelt thanks for the joy it brings to the families in the program. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
4. From Michelle Baldwin, requesting information, such as a Code or statute, regarding use of grills and hibachis on balconies, rooftops, and fire escapes. Copy: Commissioners, Chief of Department and Bureau of Fire Prevention.
5. From Luke Hodgson, District of Columbia, EMS Department, requesting assistance in a study to alleviate excessive hospital wait time in their system. Copy: Commissioners, Chief of Department and EMS Chief.
6. From Maggie Lukic, inquiring of possibility to have a grill on large patio and if permits are required. Copy: Commissioners, Chief of Department and Bureau of Fire Prevention.
7. From SFFD retiree, complimenting Commissioner Makras on his statement regarding more diversity for the Office of President of the Commission to be more reflective of the diversity of San Francisco, and criticizing the Department for not currently having a minority in the position of Deputy Chief. Copy: Commissioners and Chief of Department.

6. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, and EMS Reconfiguration.

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and the proposed FY 2007-2008 Budget, and updates on Administrative Divisions.

PERSONNEL REPORTS

- a. Division of Training
Submitting monthly report from Division of Training concerning activities performed during January 2007.

b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during January 2007.

c. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, January 13 through January 26, 2007.

d. Appointments

Reporting the following PERMANENT appointment effective *DECEMBER 28, 2006*:

H2 Firefighter

Tami Turner

Reporting the following PROBATIONARY appointment effective *FEBRUARY 12, 2007*:

1832 Senior Administrative Analyst

Tania Fokin (vice: ASO Authorized)

e. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Connors, James M.	H39 Captain, DOT	Service	Jan. 13, 2007
Meyer, Fred R.	H20 Lieutenant	Service	Jan. 27, 2007
Capella, Raymond A	H2 Firefighter	Service	Jan. 27, 2007
Dugan, Bradley	H2 Firefighter	Service	Feb. 02, 2007
Sorensen, Joseph E.	H2 Firefighter	Service	Jan. 27, 2007

(Retirement Certificates will be presented at Fire Commission Meeting of March 22, 2007)

f. Leaves

Reporting leave of absence with pay for Fire Marshal Barbara Schultheis, Bureau of Fire Prevention, for five days, May 16 through May 20, 2007, in order to attend the 4th National Prevention Advocacy Resources and Data Exchange (PARADAE) Conference presented by the US Department of Homeland Security/FEMA in Emmitsburg, Maryland. The USDHS/FEMA will pay for the costs for Chief Schultheis' lodging and transportation. Chief Schultheis will not be replaced.

Reporting leave of absence with pay for Assistant Chief Frank Cardinale, for two days, February 5 through February 6, 2007, in order to attend a Firescope Task Force Meeting in Palm Desert, California. Assistant Chief Cardinale will pay for the costs of lodging and transportation. Funds for Assistant Chief Cardinale's replacement are included in the 2006-2007 Budget.

Reporting leave of absence with pay for Paramedic Captain Robert Kuzma and Firefighter Paul Barry, for four days, January 23 through January 26, 2007, in order to travel to Holden, Louisiana for a preconstruction evaluation of the Incident Command Vehicle (IVC). The cost of the preconstruction trip was provided in the manufacturer Ferrara's contract. Paramedic Captain Kuzma was not replaced during this time period. Funds for Firefighter Barry's replacement are included in the 2006-2007 Budget.

Reporting leaves of absence with pay for the time period from October 2006 through August 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1220 Payroll Clerk	65
1	1820 Jr. Administrative Analyst	44
14	H2 Firefighter	480
2	H3 Firefighter/Paramedic	119
1	H6 Investigator	24
1	H10 Incident Command Specialist	26
2	H20 Lieutenant	30
3	H30 Captain	26
1	H40 Battalion Chief	9
	Total Number of Days with Pay	823

Reporting intermittent leaves with pay for the time period from November 2006 through June 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Mar 12, 2007 – Jan 12, 2008
1	H2 Firefighter	Feb 28, 2007 – Feb 28, 2008
1	H2 Firefighter	Jan 4, 2007 – May 31, 2007
1	H2 Firefighter	Jan 10, 2007 – Mar 14, 2007
1	H2 Firefighter	Jun 9, 2007 – June 9, 2008
1	H2 Firefighter	Jan 27, 2007 – Oct 10, 2007
1	H2 Firefighter	Mar 18, 2007 – Jan 14, 2008
1	H2 Firefighter	Jan 8, 2007 – Jan 7, 2008
1	H2 Firefighter	July 21, 2007 – Apr 19, 2008
1	H2 Firefighter	July 23, 2007 – May 13, 2008
1	H20 Lieutenant	Feb 15, 2007 – Feb 14, 2008
1	H20 Lieutenant	Jan 23, 2007 – Jan 23, 2008
1	H20 Lieutenant	Jan 01, 2007 – Dec 31, 2007
1	H20 Lieutenant	Nov 27, 2006 – May 28, 2007

Reporting leaves of absence without pay for the time period from December 2006 through April 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
4	H2 Firefighter	100
1	H3 Firefighter/Paramedic	54
	Total number of Days w/o Pay	154

g. Report of Death

Reporting, with regret, the death of H2 Firefighter Alison K. Greene. Firefighter Greene died on December 28, 2006.

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Engine 3	06-7-054	10/29/2006	547	C	File
Cause:	Lack of defensive driving technique - While responding with red lights and siren, driver of Eng 3 failed to make a stop at the red light and was struck by a civilian vehicle				
Medic 86	06-7-075	12/25/2006	762	C	File
Cause:	Driver inattention - While positioning at an incident, Medic 86 backed into a vehicle that was also backing up; spotters were not posted				
Medic 21	06-7-078	12/28/2006	750	C	File
Cause:	Lack of defensive driving technique - While responding with red lights and siren and proceeding through an intersection, Medic 21 did not gain control of the intersection and was struck by a civilian vehicle				
Medic 8	06-7-079	12/31/2006	733	B	Bill
Cause:	While passing a parked civilian vehicle, Medic 8 struck the other vehicle's passenger door when it suddenly opened in front of Medic 8				
Medic 72	06-7-080	1/1/2007	734	C	File
Cause:	Lack of defensive driving technique - While responding with red lights and siren, Medic 72 failed to gain control of the intersection before proceeding and was struck by a taxi cab				
Truck 3 (Relief 26)	06-7-081	1/4/2007	609	A	File
Cause:	Driving/tiller skill deficiency - While pulling apparatus into Central Shops, apparatus struck door and wall				
Medic 38	06-7-083	1/5/2007	0	A	File
Cause:	Driver inattention - While pulling up to curb for patient pickup, Medic 38 struck a concrete overhang				
Medic 85	06-7-084	1/6/2007	0	B	File
Cause:	Struck by vehicle - While stopped, Medic 85 was struck by a civilian vehicle trying to pass it; driver fled scene of accident				

Battalion 7	06-7-085	1/7/2007	911	C	File
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Cause: Driver inattention - While backing out of driveway, driver of Batt 7 struck a vehicle that was behind him

BFP	06-7-086	1/8/2007	43	A	File
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Cause: Driver inattention - While attempting a right turn, BFP vehicle struck the driver's door of a parked civilian vehicle

Engine 10	06-7-087	1/13/2007	556	A	File
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Cause: Misjudged clearance - While returning from an incident, Eng 10 struck mirror of parked civilian vehicle

Engine 41	06-7-088	1/14/2007	558	B	File
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Cause: While responding with red lights and siren and proceeding down a steep hill at 5 mph, Eng 41 struck the pavement of the street (leveled out)

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

7. ADJOURNMENT

Fire Commission

TEXT ONLY:



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TEXT SIZE:

**February 22, 2007 CANCELLED**

No. 07-09

FIRE COMMISSION REGULAR MEETING

Thursday – February 22, 2007 – 6:00 p.m.

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA*Item No.***1. ROLL CALL**

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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2. RETIREMENT CERTIFICATES [Discussion]

APR 28 2003

Reporting Award of Honorable Service to the following member:

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	Type of Retirement	Years of Service	Retirement Date
Firefighter Paula C. Corcoran	Service	13-1/2	Jan. 02, 2007

3. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

4. APPROVAL OF THE MINUTES [Action]

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Action to be taken: Approval of the minutes

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(February 1, 2007 through February 15, 2007)

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5. From Luke Hodgson, District of Columbia, EMS Department, requesting assistance in a study to alleviate excessive hospital wait time in their system. Copy: Commissioners, Chief of Department and EMS Chief.
6. From Maggie Lukic, inquiring of possibility to have a grill on large patio and if permits are required. Copy: Commissioners, Chief of Department and Bureau of Fire Prevention.
7. From SFFD retiree, complimenting Commissioner Makras on his statement regarding more diversity for the Office of President of the Commission to be more reflective of the diversity of San Francisco, and criticizing the Department for not currently having a minority in the position of Deputy Chief. Copy: Commissioners and Chief of Department.

6. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, and EMS Reconfiguration.

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b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during January 2007.

c. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, January 13 through January 26, 2007.

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Reporting the following PERMANENT appointment effective *DECEMBER 28, 2006*:

H2 Firefighter

Tami Turner

Reporting the following PROBATIONARY appointment effective *FEBRUARY 12, 2007*:

1832 Senior Administrative Analyst

Tania Fokin (vice: ASO Authorized)

e. Retirements

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	Meyer, Fred R.	H20 Lieutenant	Service	Jan. 27, 2007
	Capella, Raymond A	H2 Firefighter	Service	Jan. 27, 2007

	Dugan, Bradley	H2 Firefighter	Service	Feb. 02, 2007
	Sorensen, Joseph E.	H2 Firefighter	Service	Jan. 27, 2007
<i>(Retirement Certificates will be presented at Fire Commission Meeting of March 22, 2007)</i>				

f. Leaves

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	1	1220 Payroll Clerk	65
	1	1820 Jr. Administrative Analyst	44
	14	H2 Firefighter	480
	2	H3 Firefighter/Paramedic	119
	1	H6 Investigator	24
	1	H10 Incident Command Specialist	26
	2	H20 Lieutenant	30
	3	H30 Captain	26
	1	H40 Battalion Chief	9

Total Number of Days with Pay 823

Reporting intermittent leaves with pay for the time period from November 2006 through June 2008 for the following:

	<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
	1	H2 Firefighter	Mar 12, 2007 – Jan 12, 2008
	1	H2 Firefighter	Feb 28, 2007 – Feb 28, 2008
	1	H2 Firefighter	Jan 4, 2007 – May 31, 2007
	1	H2 Firefighter	Jan 10, 2007 – Mar 14, 2007
	1	H2 Firefighter	Jun 9, 2007 – June 9, 2008
	1	H2 Firefighter	Jan 27, 2007 – Oct 10, 2007
	1	H2 Firefighter	Mar 18, 2007 – Jan 14, 2008
	1	H2 Firefighter	Jan 8, 2007 – Jan 7, 2008
	1	H2 Firefighter	July 21, 2007 – Apr 19, 2008
	1	H2 Firefighter	July 23, 2007– May 13, 2008
	1	H20 Lieutenant	Feb 15, 2007 – Feb 14, 2008
	1	H20 Lieutenant	Jan 23, 2007 – Jan 23, 2008
	1	H20 Lieutenant	Jan 01, 2007 – Dec 31, 2007
	1	H20 Lieutenant	Nov 27, 2006– May 28, 2007

Reporting leaves of absence without pay for the time period from December 2006 through April 2007 for the following:

	<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
	4	H2 Firefighter	100
	1	H3 Firefighter/Paramedic	54
	Total number of Days w/o Pay		154

g. Report of Death

Reporting, with regret, the death of H2 Firefighter Alison K. Greene. Firefighter Greene died on December 28, 2006.

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Engine 3	06-7-054	10/29/2006	547	C	File

Cause: Lack of defensive driving tehnique - While responding with red lights and siren, driver of Eng 3 failed to make a stop at the red light and was struck by a civilian vehicle

Medic 86	06-7-075	12/25/2006	762	C	File
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Cause: Driver inattention - While positioning at an incident, Medic 86 backed into a vehicle that was also backing up; spotters were not posted

Medic 21	06-7-078	12/28/2006	750	C	File
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Cause: Lack of defensive driving technique - While responding with red lights and siren and proceeding through an intersection, Medic 21 did not gain control of the intersection and was struck by a civilian vehicle

Medic 8	06-7-079	12/31/2006	733	B	Bill
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Cause: While passing a parked civilian vehicle, Medic 8 struck the other vehicle's passenger door when it suddenly opened in front of Medic 8

Medic 72	06-7-080	1/1/2007	734	C	File
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Cause: Lack of defensive driving technique - While responding with red lights and siren, Medic 72 failed to gain control of the intersection before proceeding and was struck by a taxi cab

Truck 3 (Relief 26)	06-7-081	1/4/2007	609	A	File
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Cause: Driving/tiller skill deficiency - While pulling apparatus into Central Shops, apparatus struck door and wall

Medic 38	06-7-083	1/5/2007	0	A	File
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Cause: Driver inattention - While pulling up to curb for patient pickup, Medic 38 struck a concrete overhang

Medic 85	06-7-084	1/6/2007	0	B	File
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Cause: Struck by vehicle - While stopped, Medic 85 was struck by a civilian vehicle trying to pass it; driver fled scene of accident

Battalion 7	06-7-085	1/7/2007	911	C	File
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Cause: Driver inattention - While backing out of driveway, driver of Batt 7 struck a vehicle that was behind him

BFP	06-7-086	1/8/2007	43	A	File
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Cause: Driver inattention - While attempting a right turn, BFP vehicle struck the driver's door of a parked civilian vehicle

Engine 10	06-7-087	1/13/2007	556	A	File
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Cause: Misjudged clearance - While returning from an incident, Eng 10 struck mirror of parked civilian vehicle

Engine 41	06-7-088	1/14/2007	558	B	File
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Cause: While responding with red lights and siren and proceeding down a steep hill at 5 mph, Eng 41 struck the pavement of the street (leveled out)

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in

defensive driving techniques, or failure to anticipate other vehicle's movements.

7. ADJOURNMENT

Fire Commission

TEXT ONLY:



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TEXT SIZE:



February 27, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

DOCUMENTS DEPT.

Tuesday, February 27, 2007 - 8:00 AM

APR 28 2008

698 Second Street, Room 102, San Francisco, CA 94107

SAN FRANCISCO
PUBLIC LIBRARY

AGENDA

Item No.

1. ROLL CALL

Commissioner Victor Makras, Hearing Officer

2. CASE NO. 07-1: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT

On January 25, 2007, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Assistant Chief Aaron Stevenson with misconduct and violation of Department Rules and Regulations as follows:

- Section 3922 - Acts Detrimental to the Welfare of the Department
- Civil Service Commission - Rule 311 Examinations: 311.73 - Confidentiality of Examination Questions

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the complaint and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on complaint (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



March 5, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Monday, March 5, 2007 - 5:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

Commissioner Paul Conroy, Hearing Officer

2. CASE NO. 06-10: HEARING ON EMPLOYEE SUSPENSION APPEAL *[Action Item]*

Hearing on employee suspension appeal in accordance with Section 4001 of the Rules and Regulations, A/Captain Kevin Smith, has appealed his 4-day suspension for the period October 31/November 1 and November 3/4, 2006. A/Captain Smith was suspended for violation of the Rules and Regulations as follows:

- Section 3207 - Protective Equipment
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Section 3956 - Safety Rules
- G.O. 02-A-45 - Personal Protective Equipment

DOCUMENTS DEPT.

APR 28 2008

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This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

- A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the complaint and whether to hold the hearing in closed session**
- B. Decision by Hearing Officer on whether to hold the hearing in closed session**
- C. Hearing on complaint (in open or closed session per the Hearing Officer's decision)**
- D. If closed session is held, reconvene in open session**

3. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-12

FIRE COMMISSION REGULAR MEETING
Thursday – March 8, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

DOCUMENTS DEPT.

Item No.

1. ROLL CALL

MAR - 5 2007

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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07-05-07 11:39 RWD

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Action]*

Regular Meetings of January 25 and February 8, 2007, and Special Meetings of December 11, 2006 (5:30 p.m.), February 8, 2007 (4:00 p.m.) and February 13, 2007 (3:30 p.m.).

Action to be taken: Approval of the minutes

4. COMMUNICATIONS RECEIVED BY COMMISSION *[Discussion]* (February 1, 2007 through March 1, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Thomas O'Connor, San Francisco Firefighter Cancer Prevention Foundation, apprising the Commission of the newly formed foundation by San Francisco Firefighters Local 798 and retired Captain Tony Stefani and requesting the assistance of the Commission in

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access¹

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

identifying past members who have passed away, especially from cancer. Copy: Commissioners, Chief of Department and Secretary to Deputy Chief, Operations.

2. From James Corrigan, criticizing the Commission for not responding to his November 4, 2007 letter. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Gloria Fisher, UCSF, Bay Area Prenatal AIDS Center, thanking the San Francisco Firefighters Toy Program for their continuing support of the program and expressing heartfelt thanks for the joy it brings to the families in the program. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

4. From Michelle Baldwin, requesting information, such as a Code or statute, regarding use of grills and hibachis on balconies, rooftops, and fire escapes. Copy: Commissioners, Chief of Department and Bureau of Fire Prevention.

5. From Luke Hodgson, District of Columbia, EMS Department, requesting assistance in a study to alleviate excessive hospital wait time in their system. Copy: Commissioners, Chief of Department and EMS Chief.

6. From Maggie Lukic, inquiring of possibility to have a grill on large patio and if permits are required. Copy: Commissioners, Chief of Department and Bureau of Fire Prevention.

7. From SFFD retiree, complimenting Commissioner Makras on his statement regarding more diversity for the Office of President of the Commission to be more reflective of the diversity of San Francisco, and criticizing the Department for not currently having a minority in the position of Deputy Chief. Copy: Commissioners and Chief of Department.

8. From R.G. Hayden, announcing a firefighters workshop presented in partnership with the San Francisco Black Firefighters Association and the International Association of Black Professional Firefighters. Copy: Commissioners, Chief of Department and Department Personnel Officer.

9. From Joe Kelsall, retired chief officer, Liverpool, England, referring to a severe fire on Twin Peaks (171 Devonshire Way) that he recently observed and describing the firefighters' efforts as a "text book operation." Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.

10. From John Hanley, President, San Francisco Firefighters Local 798, referring to recent testing of six members for alcohol with test results showing no alcohol and expressing concern about members' rights to privacy. Local 798 asks that the Commission initiate an investigation. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

5. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including a discussion of the current budget, and updates on Divisions within the Department, including Administration and Operations.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period February 7 through March 6, 2007.

PERSONNEL REPORTS

a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during January 2007.

b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during January 2007.

c. Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, January 13 through January 26, 2007, and January 27 through February 9, 2007.

d. Appointments

Reporting the following PERMANENT appointment effective *DECEMBER 28, 2006*:

H2 Firefighter

Tami Turner

Reporting the following PROBATIONARY appointments effective *FEBRUARY 26, 2007*:

H3 Level II Paramedic

<i>Name</i>	<i>Vice</i>
Nelson E. Avelar	ASO Authorized
Clinton L. Bailey	ASO Authorized
April L. Bassett	ASO Authorized
Paul L. Bassett	ASO Authorized
Teresa L. Cavanaugh	ASO Authorized
Brandon W. Chatham	ASO Authorized
Jared M. Chow	ASO Authorized
Anthony Genaro	ASO Authorized
Garth M. Gilmer	ASO Authorized
Brittany A. Greene	ASO Authorized
Osbaldo Gutierrez	ASO Authorized
Dylan C. Hawhee	ASO Authorized
Kris M. Hetland	ASO Authorized
Robbin M. Hewitt	ASO Authorized
Harrison Kong	ASO Authorized
Raymond M. Lee	ASO Authorized
Mary K. Meraw	ASO Authorized
Michael B. Orr	ASO Authorized
Deborah R. Palmer	ASO Authorized
Sean M. Pastori	ASO Authorized
Ben J. Sosin	ASO Authorized
Robert L. Taylor	ASO Authorized
Michael J. Vela	ASO Authorized
Pedro N. Vieira	ASO Authorized

Joshua G. Smith
Christopher S. Hamilton

Anthony Ibarra, resigned
Teresa Black, resigned

Reporting the following PROBATIONARY appointment effective *FEBRUARY 12, 2007*:

1832 Senior Administrative Analyst

Tania Fokin (vice: ASO Authorized)

Reporting the following TEMPORARY EXEMPT appointments effective *FEBRUARY 24, 2007*:

H120 Pilot of Fireboats (As Needed)

Jeffrey C. Amdahl (vice: Arvid Havneras, deceased)
Joseph P. McCormick (vice: Arvid Havneras, deceased)

e. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Connors, James M.	H39 Captain, DOT	Service	Jan. 13, 2007
Meyer, Fred R.	H20 Lieutenant	Service	Jan. 27, 2007
Nylander, Eric H.	H3 Firefighter/Paramedic	Service	Feb. 10, 2007
Capella, Raymond A.	H2 Firefighter	Service	Jan. 27, 2007
Dugan, Bradley	H2 Firefighter	Service	Feb. 02, 2007
Sorensen, Joseph E.	H2 Firefighter	Service	Jan. 27, 2007

(Retirement Certificates will be presented at Fire Commission Meeting of March 22, 2007)

f. Resignation

Reporting resignation of H3 Level 2 Paramedic Nicholas A. Brady, effective close of business December 28, 2006. (Started work 06-19-06.)

g. Separation

Reporting separation (release from appointment) of Temporary Exempt H120 Pilot of Fireboat Jennifer A. Howard, effective February 21, 2007. (Started work 05-06-06.)

h. Leaves

Reporting leave of absence with pay for Fire Marshal Barbara Schultheis, Bureau of Fire Prevention, for five days, May 16 through May 20, 2007, in order to attend the 4th National Prevention Advocacy Resources and Data Exchange (PARADAE) Conference presented by the US Department of Homeland Security/FEMA in Emmitsburg, Maryland. The USDHS/FEMA will pay for the costs for Chief Schultheis' lodging and transportation. Chief Schultheis will not be replaced.

Reporting leave of absence with pay for Assistant Chief Frank Cardinale, for two days, February 5 through February 6, 2007, in order to attend a Firescope Task Force Meeting in Palm Desert, California. Assistant Chief Cardinale will pay for the costs of lodging and transportation. Funds for Assistant Chief Cardinale's replacement are included in the 2006-2007 Budget.

Reporting leave of absence with pay for Paramedic Captain Robert Kuzma and Firefighter Paul Barry, for four days, January 23 through January 26, 2007, in order to travel to Holden, Louisiana for a preconstruction evaluation of the Incident Command Vehicle (IVC). The cost of the preconstruction trip was provided in the manufacturer Ferrara's contract. Paramedic Captain

Kuzma was not replaced during this time period. Funds for Firefighter Barry's replacement are included in the 2006-2007 Budget.

Reporting leaves of absence with pay for the time period from October 2006 through August 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1220 Payroll Clerk	65
1	1820 Jr. Administrative Analyst	44
14	H2 Firefighter	480
2	H3 Firefighter/Paramedic	119
1	H6 Investigator	24
1	H10 Incident Command Specialist	26
2	H20 Lieutenant	30
3	H30 Captain	26
1	H40 Battalion Chief	9
	Total Number of Days with Pay	823

Reporting intermittent leaves with pay for the time period from November 2006 through June 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Mar 12, 2007 – Jan 12, 2008
1	H2 Firefighter	Feb 28, 2007 – Feb 28, 2008
1	H2 Firefighter	Jan 4, 2007 – May 31, 2007
1	H2 Firefighter	Jan 10, 2007 – Mar 14, 2007
1	H2 Firefighter	Jun 9, 2007 – June 9, 2008
1	H2 Firefighter	Jan 27, 2007 – Oct 10, 2007
1	H2 Firefighter	Mar 18, 2007 – Jan 14, 2008
1	H2 Firefighter	Jan 8, 2007 – Jan 7, 2008
1	H2 Firefighter	July 21, 2007 – Apr 19, 2008
1	H2 Firefighter	July 23, 2007– May 13, 2008
1	H20 Lieutenant	Feb 15, 2007 – Feb 14, 2008
1	H20 Lieutenant	Jan 23, 2007 – Jan 23, 2008
1	H20 Lieutenant	Jan 01, 2007 – Dec 31, 2007
1	H20 Lieutenant	Nov 27, 2006– May 28, 2007

Reporting leaves of absence without pay for the time period from December 2006 through April 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
4	H2 Firefighter	100
1	H3 Firefighter/Paramedic	54
	Total number of Days w/o Pay	154

i. Report of Death

Reporting, with regret, the death of the following:

H120 Pilot of Fireboat Kevin J. Devine. Mr. Devine died on February 21, 2007.

H2 Firefighter Alison K. Greene. Firefighter Greene died on December 28, 2006.

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Engine 3	06-7-054	10/29/2006	547	C	File
Cause:	Lack of defensive driving technique - While responding with red lights and siren, driver of Eng 3 failed to make a stop at the red light and was struck by a civilian vehicle				
Medic 86	06-7-075	12/25/2006	762	C	File
Cause:	Driver inattention - While positioning at an incident, Medic 86 backed into a vehicle that was also backing up; spotters were not posted				
Medic 21	06-7-078	12/28/2006	750	C	File
Cause:	Lack of defensive driving technique - While responding with red lights and siren and proceeding through an intersection, Medic 21 did not gain control of the intersection and was struck by a civilian vehicle				
Medic 8	06-7-079	12/31/2006	733	B	Bill
Cause:	While passing a parked civilian vehicle, Medic 8 struck the other vehicle's passenger door when it suddenly opened in front of Medic 8				
Medic 72	06-7-080	1/1/2007	734	C	File
Cause:	Lack of defensive driving technique - While responding with red lights and siren, Medic 72 failed to gain control of the intersection before proceeding and was struck by a taxi cab				
Truck 3 (Relief 26)	06-7-081	1/4/2007	609	A	File
Cause:	Driving/tiller skill deficiency - While pulling apparatus into Central Shops, apparatus struck door and wall				
Medic 38	06-7-083	1/5/2007	0	A	File
Cause:	Driver inattention - While pulling up to curb for patient pickup, Medic 38 struck a concrete overhang				
Medic 85	06-7-084	1/6/2007	0	B	File
Cause:	Struck by vehicle - While stopped, Medic 85 was struck by a civilian vehicle trying to pass it; driver fled scene of accident				

Battalion 7	06-7-085	1/7/2007	911	C	File
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Cause: Driver inattention - While backing out of driveway, driver of Batt 7 struck a vehicle that was behind him

BFP	06-7-086	1/8/2007	43	A	File
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Cause: Driver inattention - While attempting a right turn, BFP vehicle struck the driver's door of a parked civilian vehicle

Engine 10	06-7-087	1/13/2007	556	A	File
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Cause: Misjudged clearance - While returning from an incident, Eng 10 struck mirror of parked civilian vehicle

Engine 41	06-7-088	1/14/2007	558	B	File
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Cause: While responding with red lights and siren and proceeding down a steep hill at 5 mph, Eng 41 struck the pavement of the street (leveled out)

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

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San Francisco, CA 94107
Telephone 415.558.3451
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Tania Bauer, *Secretary*

No. 07-12

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – March 8, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:10 p.m.

Item No.

1. ON ROLL CALL, the following were noted present:

President Paul A. Conroy
Vice President George Lau
Commissioner Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner Victor Makras (Arrived 6:15 p.m.)

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

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Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Peter Howes	Division of Emergency Medical Services
Barbara A. Schultheis	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

Arthur W. Kenney	Division 2
Robert T. Serrano	Division 3 (Acting)

EMS Officers:

James M. Fazackerley	Section Chief, Operations
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2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE MINUTES [Action]

President Conroy moved approval of the Minutes to the end of the meeting.

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (February 1, 2007 through March 1, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Thomas O'Connor, San Francisco Firefighter Cancer Prevention Foundation, apprising the Commission of the newly formed foundation by San Francisco Firefighters Local 798 and retired Captain Tony Stefani and requesting the assistance of the Commission in identifying past members who have passed away, especially from cancer. Copy: Commissioners, Chief of Department and Secretary to Deputy Chief, Operations.
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6. From Maggie Lukic, inquiring of possibility to have a grill on large patio and if permits are required. Copy: Commissioners, Chief of Department and Bureau of Fire Prevention.
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There was no public comment.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including a discussion of the current budget, and updates on Divisions within the Department, including Administration and Operations.

Joanne Hayes-White, Chief of Department, presented the report.

Chief Hayes-White welcomed back Katharine Porter, the Fire Department's Deputy City Attorney, from her leave. Chief Hayes-White acknowledged the advice and counsel of Dorji Roberts, Deputy City Attorney, who so capably sat in for Ms. Porter while she was on leave.

FY 2007-08 Budget - Chief Hayes-White acknowledged and thanked the Commission for their involvement and support in the budget process. The budget was submitted on time to the Mayor's Office on February 21st. She noted that Supervisor Chris Daly, Chair of the Budget Committee, had asked for a series of meetings with the top eight General Fund Departments.

Asian Firefighters Association - Chief Hayes-White acknowledged the group, and their President, Patricia Yuen, for being one of the most well-organized employee groups in the Department. The group had requested a meeting which had been very productive and included an excellent exchange of information with the Chief and her staff.

EMS Reconfiguration – A new class of 26 H3 Level 2 Paramedics has started in the Academy. Graduation is scheduled for April 20th. The class is a diverse and experienced group with collectively over 150 years of emergency medical experience.

H3 Level 1 EMT job announcement – the announcement has been posted online and can also be picked up in person. There will be one day for filing the application – March 22nd from 8:00 AM to 5:00 PM at the Division of Training, 2310 Folsom, classroom 2A. Chief Hayes-White noted that the Department received over 1,200 interest cards.

Renovation at Pier 22-1/2 – The Department had the opportunity to provide a tour of Station 35 and the fireboat to Congresswoman Loretta Sanchez. She was recently appointed Chair of the Homeland Security, Border, Maritime and Counterterrorism Subcommittee and is very interested in the Department's protection of the Port. The Department presented her with a \$11.6 million proposal for a renovation project at Pier 22-1/2 and is hopeful of receiving federal funding for it.

H30 Examination – The Department is on track to have an eligibility listed posted by April. The raw scoring has been entered into spreadsheets and everything has been turned over to the Department of Human Resources and is being worked on by Dr. Bruce Topp and Harry Brull, a consultant hired by the City. Some protests have been filed and are being handled by Acting Director Ted Yamasaki of the Department of Human Resources.

Local 798 MOU – The Memorandum of Understanding, or contract, with Local 798 will expire on June 30, 2007. The lead negotiator for the City, Micki Callahan, and Department representatives will be negotiating with members of Local 798, with the goal of having a contract in place before the expiration of the current one.

Parades - Chief Hayes-White stated that the Department participated with the Asian Firefighters Association in the *Chinese New Year Parade*. She thanked the Commissioners and other participants for a great evening primarily organized by the Asian Firefighters Association.

St. Patrick's Day Parade will take place Saturday, March 17, 2007. Everyone is invited and assembly will be at Market and Second Street at 11:15 AM.

Greek Heritage Parade will take place on Saturday, March 24, 2007. Everyone is invited and assembly will be at 11:30 AM at Third and Market Streets with the parade starting at noon.

Chief Hayes-White stated that it had been a somber and sad month for the Department since a number of persons had passed away who meant a lot to the Department, including Ted Soulis, a former Commissioner for the San Francisco Fire Commission; Dorothy Casper, who was married to former Chief of Department Andrew Casper and was the mother of Don Casper, a member of the Civil Service Commission; Fireboat Pilot Arvid Havneras, an active member of the Department; Fireboat Pilot Kevin Devine, also an active member of the Department; Mike Cotton, a retired member of the Department; and former Chief of Department Emmet Condon. She recounted the accomplishments of these individuals and asked that the meeting be adjourned in their memory.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

Commissioner Makras wished to know why, in this era of computers, the Department had not allowed the H3 Level 1 applications to be submitted electronically and instead had opted for them to be hand-carried and submitted during a nine-hour period. Chief Hayes-White responded that it is due to the sheer volume of applicants. Jesusa Bushong, Department Personnel Officer, added that it was a screen-down mechanism. Applicants had a week to fill out the application and plan its delivery, which did not have to be in person by the applicant as long as it was hand delivered. Commissioner Makras stated that he did not believe the current process was "customer friendly" or providing the maximum opportunity to people. He was not aware of any private sector group that limits such a process to one day.

Commissioner Makras stated that he had heard on the news that the City had suggested that homeowners of the homes that were part of the Telegraph Hill landslide reimburse the City for services provided by the Fire and Police Departments. He wondered if the Fire Department had ever sent bills for such emergencies or accidents. Chief Hayes-White responded that she had no knowledge of this. She stated that emergency medical services are the only services for which the Department bills. A code 3 response to a landslide or a rockslide is covered by property taxes. Commissioner Makras asked the Department to investigate the possibility that if a person commits something illegal, such as arson, that the Department or the City be refunded the cost of the services it provided associated with the incident.

Commissioner Lau wished to emphasize a point that he had previously raised regarding EMT recruitment. He hoped that in the absence of any extra credit given for bilingual skills that the Department will make every effort to ensure that all non-English speaking communities be well represented in the hiring process.

Commissioner Nakajo referred to correspondence received by the Commission from the Black Firefighters Association (BFA) regarding the H30 Captain examination and wished to know if the Civil Service Commission is looking into the matter and whether the BFA will receive a response. Chief Hayes-White responded that the Acting Director of the Department of Human Resources is responsible for responding to concerns about any examination, in particular to the

H30 exam. Commissioner Nakajo also asked about the exam process. Ms. Bushong explained that the Department has been compiling the raw data from the rating process, and would provide that data to DHR and the outside expert for a statistical analysis to generate the final scores and determine the band width. The scores from 700 to 1000 would appear on a tentative eligible list which would be posted for inspection. After that inspection, the list is certified, meaning if there are no protests to the scores and there are no mathematical corrections, then the list becomes final.

Commissioner Clarke referred to correspondence from Local 798 regarding the alcohol testing of six firefighters and wished some clarification. Chief Hayes-White responded that when firefighters from a certain station had responded to a call, a member of the public had reported possibly smelling alcohol on a member. An investigation was completed, using a checklist to determine if any of the responding members were impaired or under the influence. As she understood the circumstances, the members involved did not exhibit any signs of impairment or being under the influence, however the members volunteered to take an alcohol test. All of the members tested negative. Chief Hayes-White stated that she had responded in writing to local 798 and explained to Local 798 that the Department will work to clarify some aspects of the Substance Abuse Policy.

Commissioner Conroy noted that there seems to be a great deal of confusion about the details of the H30 exam by the membership in general, not the candidates. He didn't know if the confusion was because some members weren't accessing information available to them or if the information wasn't being passed through the ranks to them. He believed that the administration is good about communicating information but wondered if there are additional means of communication that can also be used. Chief Hayes-White responded that the Minutes produced by the Secretary are thorough and she attaches the actual presentations. Dr. Topp gave a detailed presentation which is available to every member of the Department, if they avail themselves of it. In addition, the Minutes are posted on the Commission's website. She added that the Department will keep these issues in mind and that the Department tries to disseminate as much information as it can related to the process.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reported on overall operations during the period February 7 through March 6, 2007. There were three greater alarms which were contained to second alarms: (1) February 20, 2007, Diamond Street, 3-story residential, no injuries; (2) February 26, 2007, Powell Street, 4-story residential apartments, one elderly female burn victim rescued from involved apartment, two firefighters transported to SF General with heat-related injuries; and (3) March 1, 2007, 4-story residential apartments, no injuries.

AT&T Joint Training Exercise – The Department participated in joint training exercise at AT&T ballpark; participants included the Department of Emergency Communications, SFPD, MUNI, Department of Parking and Traffic, AT&T Park and Giants staff, King American ambulance and the Port of San Francisco. The scenario was the discovery of a suspicious package, followed by a large explosion during a sold out game. 1500 people were evacuated, triaged and treated as needed. The main objective of the exercise was to test and evaluate the evacuation procedures for the ballpark and communications between ballpark staff and first responders.

Telegraph Hill/Broadway Rockslide – During a standard building alarm response, units discovered that a rockslide had occurred and additional resources were requested. Department of Building Inspection (DBI) engineers and the Red Cross were requested to the scene. The Department conducted a primary search while the SFPD started the evacuation process.

The Department participated in an exercise with BART at the Embarcadero Station. The exercise was a simulation of the fire that occurred on the BART track-way in March 2006.

The San Francisco Coast Guard Station requested a dive team from the Department to respond to the Oakland Embarcadero to assist with a search for a possible submerged car. Response was later cancelled by the Oakland Sheriff's Department due to possibility of it being a crime scene.

Fire Prevention and Investigation – normal activities included building inspections, plan review, permit issuance and code enforcement. The Senior Home Safety Grant Program is now implemented with 48 presentations given to approximately 1547 seniors about smoke detector installation/home safety evaluations with 175 smoke detectors having been installed. The Division is: (1) planning extensive training of inspectors necessitated by significant code changes related to new fire alarm and sprinkler standards; (2) beginning local code amendment process for the San Francisco Fire Code; (3) researching and planning for implementation of new key box system due to security concerns with current system; and (4) assisting SFFD High-Rise Committee in rewriting the High-Rise manual.

Special Operations – Activities primarily consisted of attending following meetings: (1) State Regional US&R Task Force meeting in Fresno; (2) Training/Operational meeting with 95th Civil Support Team in Hayward; and (3) planning meeting held by SFPD for All Star game in July. In addition, the Special Operations Chief participated in the Telegraph Hill/Broadway rockslide and the Mutual Aid Request for divers to the Oakland Embarcadero.

Chief Kochevar noted that an Activity Summary for the Fire Department's operations at the San Francisco International Airport was attached to his report.

Discussion ensued with Commissioners asking questions about the H3 Level 2 and Level 1 classes and the current status of facility repairs at Station 1 and with Chief Hayes-White and staff responding.

Commissioner Nakajo wished to know about the H3 Level 2 class currently in the academy, the total number of graduates and about the new H3 Level 1 class.

Chief Hayes-White responded that this was the last class of H3 Level 2 Paramedics in this fiscal year and, with the graduates of this class joining those in the field, there should be 72 members staffing the dynamically employed ambulances. Furthermore, the Department hoped to start the first class of H3 Level 1 EMTs in the Spring, prior to the close of the fiscal year. She reminded that the Department tries to match its hiring to retirements. She could not estimate yet what the forecast for hiring in the H3 classification would be for the next fiscal year. Chief Hayes-White hoped that the Department will have completed the full implementation of the EMS reconfiguration by the end of the next fiscal year.

Commissioner Nakajo asked if there are currently enough H2 members and if the Department plans on providing cross-training to H2s and H3s. Chief Hayes-White responded that there are opportunities available, such as, an H3 Level 1 can become an H3 Level 2 through training and certification. Similarly, an H3 Level 2 Paramedic can become an H3 Level 3 Firefighter/Paramedic by attending the fire academy and passing the Candidate Physical Ability Test (CPAT).

Commissioner Nakajo referred to a letter addressed to the Deputy Chief, Operations, and with the Commission copied, and wished to know the status of repairs at Station 1. Commissioner Nakajo reported that he and Commissioner Conroy had recently been invited to dinner at

Station 1 and had observed the problem with the boiler being broken down during the winter, the broken shower valve and the temporary bracing of the apparatus floor. Commissioner Nakajo suggested a report by the Department on the status of repairs at all stations.

Commissioner Conroy added that during his visit with Commissioner Nakajo to Station 1, he was disturbed by the situation at this firehouse and felt responsible as a Commissioner for its condition. He requested that a report be presented to the Commission concerning the condition of the stations, in particular identifying any particular areas of risk so that the Commission can make a decision in that regard.

Chief Hayes-White responded that the Department will address this issue and have a presentation at an upcoming Commission meeting. She reminded the Commission of the serious under-funding for facilities maintenance over the past years, with only \$400,000 being allocated for all Fire Department facilities. She noted that with the strong support of the Commission, the Department requested \$8 million instead of \$1 million for repair of facilities, which is only a bare minimum in terms of need.

Commissioner Makras wished to know how long the boiler has been down at Station 1 and who was responsible for repairs. Chief Massetani responded that the boiler had been down over 60 days and the Bureau of Building Repair was currently working on it.

Commissioner Makras stated that the situation with the boiler at Station 1 was not acceptable. He suggested that in such a situation, the Chief should come to the Commission and ask for a supplemental, which would be submitted to the Mayor and to the Board of Supervisors explaining that this money is needed to replace the boiler. Another venue would be to go the private sector, obtain a bid, pass a measure and present it to the Board. He noted that he was suggesting these proposals in order to have concrete solutions to have the boiler problem fixed.

Commissioner Conroy thanked Commissioner Makras for his comments, agreed that solutions should be pursued and noted that, in this instance, the new boiler was actually in place and being worked on. Chief Massetani added that it should be operational within the next two weeks.

In closing, Commissioner Makras wished to know what the Department's standard and benchmark would be for providing safety and good living conditions in the fire houses. He suggested that the Department and the Commission move forward, and pass rules and regulations that would allow staff to move swiftly to ensure that situations such as the one at Station 1 do not occur again.

PERSONNEL REPORTS

a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during January 2007.

b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during January 2007.

c. Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, January 13 through January 26, 2007, and January 27 through February 9, 2007.

d. Appointments

Reporting the following PERMANENT appointment effective *DECEMBER 28, 2006*:

H2 Firefighter
Tami Turner

Reporting the following PROBATIONARY appointments effective *FEBRUARY 26, 2007*:

H3 Level II Paramedic

<i>Name</i>	<i>Vice</i>
Nelson E. Avelar	ASO Authorized
Clinton L. Bailey	ASO Authorized
April L. Bassett	ASO Authorized
Paul L. Bassett	ASO Authorized
Teresa L. Cavanaugh	ASO Authorized
Brandon W. Chatham	ASO Authorized
Jared M. Chow	ASO Authorized
Anthony Genaro	ASO Authorized
Garth M. Gilmer	ASO Authorized
Brittany A. Greene	ASO Authorized
Osbaldo Gutierrez	ASO Authorized
Dylan C. Hawhee	ASO Authorized
Kris M. Hetland	ASO Authorized
Robbin M. Hewitt	ASO Authorized
Harrison Kong	ASO Authorized
Raymond M. Lee	ASO Authorized
Mary K. Meraw	ASO Authorized
Michael B. Orr	ASO Authorized
Deborah R. Palmer	ASO Authorized
Sean M. Pastori	ASO Authorized
Ben J. Sosin	ASO Authorized
Robert L. Taylor	ASO Authorized
Michael J. Vela	ASO Authorized
Pedro N. Vieira	ASO Authorized
Joshua G. Smith	Anthony Ibarra, resigned
Christopher S. Hamilton	Teresa Black, resigned

Reporting the following PROBATIONARY appointment effective *FEBRUARY 12, 2007*:

1823 Senior Administrative Analyst
Tania Fokin (vice: ASO Authorized)

Reporting the following TEMPORARY EXEMPT appointments effective *FEBRUARY 24, 2007*:

H120 Pilot of Fireboats (As Needed)
Jeffrey C. Amdahl (vice: Arvid Havneras, deceased)
Joseph P. McCormick (vice: Arvid Havneras, deceased)

e. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	Rank	Type	Retirement Date
Connors, James M.	H39 Captain, DOT	Service	Jan. 13, 2007
Meyer, Fred R.	H20 Lieutenant	Service	Jan. 27, 2007
Nylander, Eric H.	H3 Firefighter/Paramedic	Service	Feb. 10, 2007
Capella, Raymond A.	H2 Firefighter	Service	Jan. 27, 2007
Dugan, Bradley	H2 Firefighter	Service	Feb. 02, 2007
Sorensen, Joseph E.	H2 Firefighter	Service	Jan. 27, 2007

(Retirement Certificates will be presented at Fire Commission Meeting of March 22, 2007)

f. Resignation

Rescinding the resignation of H3 Level 2 Paramedic Nicholas A. Brady. A leave without pay has been granted effective through June 2007.

g. Separation

Reporting separation (release from appointment) of Temporary Exempt H120 Pilot of Fireboat Jennifer A. Howard, effective February 21, 2007. (Started work 05-06-06.)

h. Leaves

Reporting leave of absence with pay for Fire Marshal Barbara Schultheis, Bureau of Fire Prevention, for five days, May 16 through May 20, 2007, in order to attend the 4th National Prevention Advocacy Resources and Data Exchange (PARADAE) Conference presented by the US Department of Homeland Security/FEMA in Emmitsburg, Maryland. The USDHS/FEMA will pay for the costs for Chief Schultheis' lodging and transportation. Chief Schultheis will not be replaced.

Reporting leave of absence with pay for Assistant Chief Frank Cardinale, for two days, February 5 through February 6, 2007, in order to attend a Firescope Task Force Meeting in Palm Desert, California. Assistant Chief Cardinale will pay for the costs of lodging and transportation. Funds for Assistant Chief Cardinale's replacement are included in the 2006-2007 Budget.

Reporting leave of absence with pay for Paramedic Captain Robert Kuzma and Firefighter Paul Barry, for four days, January 23 through January 26, 2007, in order to travel to Holden, Louisiana for a preconstruction evaluation of the Incident Command Vehicle (IVC). The cost of the preconstruction trip was provided in the manufacturer Ferrara's contract. Paramedic Captain Kuzma was not replaced during this time period. Funds for Firefighter Barry's replacement are included in the 2006-2007 Budget.

Reporting leaves of absence with pay for the time period from October 2006 through August 2007 for the following:

No. of Members	Rank	Total amount of leave (days)
1	1220 Payroll Clerk	65
1	1820 Jr. Administrative Analyst	44
14	H2 Firefighter	480
2	H3 Firefighter/Paramedic	119
1	H6 Investigator	24
1	H10 Incident Command Specialist	26
2	H20 Lieutenant	30

3	H30 Captain	26
1	H40 Battalion Chief	9
	Total Number of Days with Pay	823

Reporting intermittent leaves with pay for the time period from November 2006 through June 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Mar 12, 2007 – Jan 12, 2008
1	H2 Firefighter	Feb 28, 2007 – Feb 28, 2008
1	H2 Firefighter	Jan 4, 2007 – May 31, 2007
1	H2 Firefighter	Jan 10, 2007 – Mar 14, 2007
1	H2 Firefighter	Jun 9, 2007 – June 9, 2008
1	H2 Firefighter	Jan 27, 2007 – Oct 10, 2007
1	H2 Firefighter	Mar 18, 2007 – Jan 14, 2008
1	H2 Firefighter	Jan 8, 2007 – Jan 7, 2008
1	H2 Firefighter	July 21, 2007 – Apr 19, 2008
1	H2 Firefighter	July 23, 2007– May 13, 2008
1	H20 Lieutenant	Feb 15, 2007 – Feb 14, 2008
1	H20 Lieutenant	Jan 23, 2007 – Jan 23, 2008
1	H20 Lieutenant	Jan 01, 2007 – Dec 31, 2007
1	H20 Lieutenant	Nov 27, 2006– May 28, 2007

Reporting leaves of absence without pay for the time period from December 2006 through April 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
4	H2 Firefighter	100
1	H3 Firefighter/Paramedic	54
	Total number of Days w/o Pay	154

i. Report of Death

Reporting, with regret, the death of the following:

H120 Pilot of Fireboat Kevin J. Devine. Mr. Devine died on February 21, 2007.

H2 Firefighter Alison K. Greene. Firefighter Greene died on December 28, 2006.

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Engine 3	06-7-054	10/29/2006	547	C	File

Cause: Lack of defensive driving technique - While responding with red lights and siren, driver of Eng 3 failed to make a stop at the red light and was struck by a civilian vehicle

Medic 86	06-7-075	12/25/2006	762	C	File
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Cause: Driver inattention - While positioning at an incident, Medic 86 backed into a vehicle that was also backing up; spotters were not posted

Medic 21	06-7-078	12/28/2006	750	C	File
Cause:	Lack of defensive driving technique - While responding with red lights and siren and proceeding through an intersection, Medic 21 did not gain control of the intersection and was struck by a civilian vehicle				
Medic 8	06-7-079	12/31/2006	733	B	Bill
Cause:	While passing a parked civilian vehicle, Medic 8 struck the other vehicle's passenger door when it suddenly opened in front of Medic 8				
Medic 72	06-7-080	1/1/2007	734	C	File
Cause:	Lack of defensive driving technique - While responding with red lights and siren, Medic 72 failed to gain control of the intersection before proceeding and was struck by a taxi cab				
Truck 3 (Relief 26)	06-7-081	1/4/2007	609	A	File
Cause:	Driving/tiller skill deficiency - While pulling apparatus into Central Shops, apparatus struck door and wall				
Medic 38	06-7-083	1/5/2007	0	A	File
Cause:	Driver inattention - While pulling up to curb for patient pickup, Medic 38 struck a concrete overhang				
Medic 85	06-7-084	1/6/2007	0	B	File
Cause:	Struck by vehicle - While stopped, Medic 85 was struck by a civilian vehicle trying to pass it; driver fled scene of accident				
Battalion 7	06-7-085	1/7/2007	911	C	File
Cause:	Driver inattention - While backing out of driveway, driver of Batt 7 struck a vehicle that was behind him				
BFP	06-7-086	1/8/2007	43	A	File
Cause:	Driver inattention - While attempting a right turn, BFP vehicle struck the driver's door of a parked civilian vehicle				
Engine 10	06-7-087	1/13/2007	556	A	File
Cause:	Misjudged clearance - While returning from an incident, Eng 10 struck mirror of parked civilian vehicle				

Engine 41 06-7-088 1/14/2007 558 B File

Cause: While responding with red lights and siren and proceeding down a steep hill
 at 5 mph, Eng 41 struck the pavement of the street (leveled out)

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

3. APPROVAL OF THE MINUTES [Action]

(Taken out of order)

Regular Meetings of January 25 and February 8, 2007, and Special Meetings of December 11, 2006 (5:30 p.m.), February 8, 2007 (4:00 p.m.) and February 13, 2007 (3:30 p.m.).

Minutes of the Special Meeting of February 13, 2007, were not ready.

Commissioner Clarke moved and Commissioner Lau seconded. There were no questions or discussion and the minutes were approved as presented by a vote of 5-0 (Conroy, Lau, Nakajo, Clarke, Makras).

6. ADJOURNMENT

There being no further business to come before the Commission, President Conroy adjourned the meeting at 7:55 PM in honor and in memory of the following persons who have made great contributions, directly or indirectly, to the Department and to the City: Ted Soulis, former Fire Commissioner; Emmet Condon, retired Chief of Department; Fireboat Pilots Kevin Devine, and Arvid Havneras; Dorothy Casper, widow of retired Chief Casper; and Mike Cotton, retired member.

Tania Bauer
Secretary

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



March 13, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Tuesday, March 13, 2007 - 5:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

Commissioner George Lau, Hearing Officer

2. CASE NO. 06-10: HEARING ON EMPLOYEE SUSPENSION APPEAL [Action Item]

(Continued from 3/5/07)

Hearing on employee suspension appeal in accordance with Section 4001 of the Rules and Regulations, A/Captain Kevin Smith, has appealed his 4-day suspension for the period October 31/November 1 and November 3/4, 2006. A/Captain Smith was suspended for violation of the Rules and Regulations as follows:

- Section 3207 - Protective Equipment
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Section 3956 - Safety Rules
- G.O. O2 A-45 - Personal Protective Equipment

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This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the complaint and whether to hold the hearing in closed session

- B. Decision by Hearing Officer on whether to hold the hearing in closed session**
- C. Hearing on complaint (in open or closed session per the Hearing Officer's decision)**
- D. If closed session is held, reconvene in open session**
- 3. ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, March 22, 2007 - 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

Item No.

1. On **ROLL CALL**, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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Also Present

Marie Blits, Deputy City Attorney, Government Team, Counsel to the Commission
Tania Bauer, Commission Secretary

2. CASE NO. 06-9: COMMISSION DELIBERATIONS ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

On August 24, 2006, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Dustin Ruff with misconduct and violation of Department Rules and Regulations as follows:

- Section 3911 - Altercations
- Section 3915 - Proper Behavior
- Section 3919 - Unacceptable Language
- Section 3920 - Violence
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Workplace Violence Guidelines

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

There was no public comment.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. **[Action Item]**

Commissioner Makras moved for closed session and Commissioner Clarke seconded. The motion was unanimously approved (5-0). The Commission went into closed session deliberations at 4:20 PM.

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal **[Action Item]**

c. If Closed Session is held, reconvene in Open Session

The Commission reconvened in open session at 5:50 PM.

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

President Conroy reported that the Commission had, by unanimous vote (5-0), found Firefighter Ruff guilty of the following charges:

- Section 3911 - Altercations
- Section 3915 - Proper Behavior
- Section 3919 - Unacceptable Language
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Workplace Violence Guidelines

As a penalty for these violations, the Commission, by unanimous vote (5-0), imposed a 30-day suspension.

The Commission did not find Firefighter Ruff guilty of Department Rule and Regulation 3920, since his actions did not meet the criteria for violation of that section ("Section 3920 Violence: Members shall not resort to the use of violence upon any other member or person.").

The Commission requested that Department Counsel prepare and submit proposed Findings of Fact to the Commission within 15 days of the date of the decision letter (March 23, 2007), with concurrent service on opposing counsel. Opposing counsel may submit any objections and/or proposed alternative Findings of Fact to the Commission within 30 days of the date of the decision letter (March 23, 2007), with concurrent service on opposing counsel.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). **[Action Item]**

Commissioner Clarke moved not to disclose any discussion held in closed session and Commissioner Makras seconded. The motion was unanimously approved (5-0).

3. ADJOURNMENT

The meeting was adjourned at 6:00 PM.

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-15

FIRE COMMISSION REGULAR MEETING
Thursday – March 22, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

DOCUMENTS DEPT.

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Acting Chief of Department Richard E. Kochevar

MAR 20 2007

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meeting of March 8, 2007, and Special Meeting of February 13, 2007.

Action to be taken: Approval of the minutes

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(March 2, 2007, through March 14, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Young Noh, emails raising various issues, including about the conduct of paramedics responding to 911 calls by Noh. Copy: Commissioners, Chief of Department, Deputy Chief, Operations, and EMS Chief.
2. From Jon Gray, asking why the Commission had not investigated alleged actions by Chief of Department in June 2005.

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access¹

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site <http://www.sfgov.org/ethics/>.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Larry Arsten, Fire Chief, City of Hayward, thanking Chief Hayes-White for allowing Assistant Chief James Barden to participate recently as an assessor in their Department's promotional process for H30 Fire Captain. Chief Barden's knowledge and experience in assessing the qualifications of the candidates resulted in an excellent list of qualified candidates. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

5. FIRE COMMISSION RESOLUTION 07-2 [Action]

Submitting for review and adoption Resolution No. 07-2 accepting gift of equipment of a 1988 GMC flatbed truck valued at \$14,779 from Pacific Gas and Electric Company to the San Francisco Fire Department.

Action to be taken: Adoption of resolution

6. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM ACTING CHIEF OF DEPARTMENT

Report from Acting Chief of Department Richard Kochevar on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, and EMS Reconfiguration.

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, on the current budget and the proposed FY 2007-08 budget, activities of Administrative Divisions and the Department's Substance Abuse Policy.

PERSONNEL REPORTS

a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during February 2007.

b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during February 2007.

c. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, February 10 through February 23, 2007.

d. Appointment

Reporting the following PERMANENT appointment effective **NOVEMBER 11, 2006**:

7388 Utility Plumber

Devlin Joe

e. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
King, Dennis A.	H6 Investigator	Service	Feb. 10, 2007
Richards, Russell	H3 Firefighter/Paramedic	Service	Feb. 24, 2007
Kritikakos, Peter D.	H2 Firefighter	Service	Feb. 25, 2007

(Retirement Certificates will be presented at Fire Commission Meeting of May 24, 2007)

f. Suspensions

Reporting the following suspensions:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H3 FF/PM	Medic 38	2	11-19-06 11-20-06	Sec. 3926 (Tardiness & Failure to Report)
1 H3 FF/PM	Airport	2	02-06-07 02-07-07	Sec. 3926 (Tardiness & Failure to Report)

g. Separation

Reporting separation (release from appointment) of Temporary Exempt H120 Pilot of Fireboat William H. Wells, effective March 2, 2007. (Approximate length of service – 10 years.)

h. Leaves

Reporting leave of absence with pay for the following members for five days, March 19 through March 23, 2007, in order to participate in the Unified Command and Incident Management exercise at the National Emergency Response and Rescue Training Center (NERRTC) at College Station, Texas. The Urban Area Security Initiative Budget for FY 2005 funds for exercise and training will pay for transportation, lodging, backfills and related materials and supply costs.

The following is a list of participants:

<i>Rank/Name</i>	<i>Function</i>
Assistant Chief Arthur Kenney	Exercise Participant
Assistant Chief James Barden	Exercise Participant
Battalion Chief Michael Kearney	Exercise Participant
Battalion Chief Michael Morris	Exercise Participant
Battalion Chief Vincent Nolan	Exercise Participant

Reporting leave of absence with pay for Assistant Deputy Chief Lorrie Kalos, for three days, March 26 through March 28, 2007, in order to travel to American LaFrance Manufacturing in Florida for pre-construction review of the MCU, and mid-construction inspection of the CBRNE and HazMat vehicles. The travel expenses for the pre-construction trip are provided for in the manufacturer American LaFrance's contract. Assistant Deputy Chief Kalos will not be replaced.

Reporting leave of absence with pay for Lieutenant John Hickey and Firefighter Paul Barry, for five days, March 26 through March 30, 2007, in order to travel to American LaFrance Manufacturing in Florida for pre-construction review of the MCU, and mid-construction inspection of the CBRNE and HazMat vehicles. The travel expenses for the pre-construction trip are provided for in the manufacturer American LaFrance's contract. Lieutenant Hickey and Firefighter Barry will be replaced. Funds for their replacement are provided for in the 2006-2007 Budget.

Reporting leaves of absence with pay for the time period from October 2006 through August 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1426 Sr. Clerk Typist	100
1	7388 Utility Plumber	22
12	H2 Firefighter	242
4	H3 Firefighter/Paramedic	94
1	H20 Firefighter	2
1	H33 Rescue Paramedic	6
Total Number of Days with Pay		466

Reporting intermittent leaves with pay for the time period from August 2006 through June 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Feb 14, 2007 – Feb 13, 2008
1	H2 Firefighter	Jan 15, 2007 – Jan 15, 2008
1	H2 Firefighter	Feb 1, 2007 – Dec 10, 2007
1	H2 Firefighter	Feb 23, 2007 – Feb 22, 2008
1	H2 Firefighter	Mar 7, 2007 – Mar 6, 2008
1	H2 Firefighter	Apr 1, 2007 – Mar 31, 2008
1	H2 Firefighter	May 11, 2007 May 10, 2008
1	H2 Firefighter	Aug 15, 2007– May 19, 2008
1	H2 Firefighter	July 26, 2007 – May 1, 2008
1	H2 Firefighter	Mar 8, 2007 – Mar 8, 2008
1	H3 Firefighter/Paramedic	Feb 2, 2007 –Feb 1, 2008
1	H3 Firefighter/Paramedic	Mar 1, 2007 – Mar 1, 2008
1	H3 Firefighter/Paramedic	June 7, 2007 – June 7, 2008
1	H20 Lieutenant	Feb 6, 2007 – May 1, 2007
1	H20 Lieutenant	Mar 15, 2007 – Mar 14, 2008
1	H20 Lieutenant	Apr 16, 2007 – Apr 15, 2008
1	H20 Lieutenant	Apr 15, 2006 – Aug 14, 2007

Reporting leaves of absence without pay for the time period from December 2006 through June 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	H2 Firefighter	52
2	H3 Firefighter/Paramedic	135
Total number of Days w/o Pay		187

i. Military Leaves

Reporting approval of applications from two members for Military Leaves of Absence without pay, in order to comply with Military Orders received from their commanding officers:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard MSGT	H3 FF/PM	03-02-07 03-03-07	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
Laderer, Clayton PFC	H3 FF/PM	03-03-07 03-04-07	2	US Army Res. Ft. Funston, SF, CA	Attend Inactive Duty Training

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 92	06-7-082	1/4/2007	745	B	Bill
Cause:	While responding with red lights and siren, Medic 92 struck a civilian vehicle which entered the intersection at an unsafe speed				
Medic 12	06-7-089	1/17/2007	739	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren and attempting to cross the intersection with a red light, Medic 12 was struck by a civilian vehicle				
Truck 13	06-7-090	1/27/2007	621	A	File
Cause:	Tiller skill deficiency - While backing into quarters, tiller "over corrected" causing trailer section of truck to strike a pillar				
Engine 36	06-7-091	1/27/2007	557	A	File
Cause:	Misjudged clearance - While maneuvering near a curb, Eng 36 struck a hydrant				
Engine 14	06-7-092	1/30/2007	512	B	Bill
Cause:	Struck by vehicle - While repositioning at an incident, Eng 14 was struck by a passing vehicle				
Engine 35	06-7-093	1/31/2007	542	A	File
Cause:	Driver inattention - While exiting station, Eng 35 struck a protective post				
Medic 76	06-7-094	2/2/2007	0	B	Bill
Cause:	Struck by vehicle - While parked at an incident, a passing vehicle struck Medic 76				
Engine 32	06-7-095	2/5/2007	541	A	File
Cause:	Driver inattention to responsibilities - While backing up to Station 11, Eng 32 struck a civilian vehicle; spotters were posted but were not correctly positioned				

Engine 1 06-7-096 2/5/2007 0 A File

Cause: Driving skill deficiency - While pulling alongside Batt 1, Eng 1 struck the open door as members were donning PPE's

BFP 06-7-097 2/5/2007 35 A File

Cause: Struck by vehicle - Department vehicle was struck by a passing vehicle

Medic 73 06-7-098 2/5/2007 740 A

Cause: Driver inattention - While backing out of SFGH bay, Medic 73 struck a parked civilian vehicle; spotters were not posted

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

7. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-15

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – March 22, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:05 p.m.

Item No.

1. ON ROLL CALL, the following were noted present:

President Paul A. Conroy
Vice President George Lau
Commissioner Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner Victor Makras (Excused 7:20 p.m.)

Richard E. Kochevar	Acting Chief of Department
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Peter Howes	Division of Emergency Medical Services
Barbara A. Schultheis	Division of Fire Prevention and Investigation

Chief Officers – Firefighting Services:

Johnny Lo	Division 2
Audrey Lee	Division 3

EMS Officers:

Karl Sporer, M.D.	SFFD Medical Director
James M. Fazackerley	Section Chief, Operations

2. PUBLIC COMMENT

There was no public comment.

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3. APPROVAL OF THE MINUTES [Action]

Regular Meeting of March 8, 2007, and Special Meeting of February 13, 2007.

There was no public comment.

Commissioner Lau moved and Commissioner Makras seconded. There were no questions or discussion and the minutes were approved as presented by a vote of 5-0.
(Conroy, Lau, Nakajo, Clarke, Makras)

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (March 2, 2007, through March 14, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Young Noh, emails raising various issues, including about the conduct of paramedics responding to 911 calls by Noh. Copy: Commissioners, Chief of Department, Deputy Chief, Operations, and EMS Chief.
2. From Jon Gray, asking why the Commission had not investigated alleged actions by Chief of Department in June 2005.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Larry Arsten, Fire Chief, City of Hayward, thanking Chief Hayes-White for allowing Assistant Chief James Barden to participate recently as an assessor in their Department's promotional process for H30 Fire Captain. Chief Barden's knowledge and experience in assessing the qualifications of the candidates resulted in an excellent list of qualified candidates. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

There was no public comment.

5. FIRE COMMISSION RESOLUTION 07-2 [Action]

Submitted for review and adoption Resolution No. 07-2 accepting gift of equipment of a 1988 GMC flatbed truck valued at \$14,779 from Pacific Gas and Electric Company to the San Francisco Fire Department.

Richard Kochevar, Acting Chief of Department, wished to thank PG&E for their continued support of the Department and, specifically, for their donation of the surplus truck with a hydraulic hoist. The truck will be located at the Treasure Island Training Facility and will be used to move concrete, heavy pipes and other material for training for disasters, such as earthquakes. The Department recommends acceptance of the gift.

Commissioner Conroy suggested that a paragraph be added to the Resolution thanking PG&E for their generous donation.

Commissioner Makras moved for approval and Commissioner Clarke seconded. There were no further questions or discussion and Resolution No. 07-2 was adopted, as amended, by a vote of 5-0. (Conroy, Lau, Nakajo, Clarke, Makras)

6. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM ACTING CHIEF OF DEPARTMENT

Report from Acting Chief of Department Richard Kochevar on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, and EMS Reconfiguration.

Prior to Chief Kochevar starting his report, Commissioner Conroy wished to extend his personal congratulations to Joanne Hayes-White, Chief of Department, for being selected as Hibernian of the Year and honored at a luncheon attended by Commissioners and Department staff.

H30 Examination - Dr. Bruce Topp and an outside consultant continue to work on data analysis. Dr. Topp will give a presentation at the April 12th Commission meeting on the scoring methodology used for the exam. The Department projects that there should be a tentative list, in order of the scores, posted by mid- to late-April.

H3 Level II Paramedics - The current class is in its fourth week. Graduation is projected to take place on April 20, 2007.

H3 Level 1 EMT - All applications were to be submitted on a single filing day - March 22nd. Chief Massetani will discuss this in his report.

Local 798 MOU - The current MOU will expire on June 30, 2007. Negotiations between the City and Local 798 are scheduled to start on March 30th.

Rotary Club Honorees - The Rotary Club honors public safety employees once a year for heroic acts or outstanding service. Two members of the San Francisco Fire Department were honored this year, Firefighters Eric Tanamura and Marciel Rivera, for a surf rescue on Ocean Beach on January 31, 2007.

Command Training - Two Assistant Chiefs and five Battalion Chiefs are currently attending training at Texas A&M's College Station with other members from City agencies. Unfortunately, this will be the last training provided to the Fire Department in this series and it has been of great benefit to the Department.

Parades - The Greek Heritage parade will take place on March 24th. Department members participating in the parade should meet at 3rd and Market Street at 11:30 AM. Chief Hayes-White wished to thank Commissioners and Department members who participated in the St. Patrick's Day parade.

52 Page Street Fire - This intense 3-alarm fire was in a four-story, wood frame, eight-unit building with an enclosed stairway. One firefighter was injured who had to self-evacuate due to rapid extension of the fire. There were no civilian injuries. Arson is suspected and the police have arrested a suspect.

Discussion ensued with Commissioners asking questions and Chief Kochevar and staff responding.

Commissioner Nakajo wished clarification on the H30 exam and the Black Firefighters Association's (BFA) request for a stay of promotions, and whether the response from the Department of Human Resources (DHR) to the BFA protest was public. Deputy City Attorney Katharine Porter responded that DHR would need to determine whether the response to that was public. Ms. Porter further explained that the request for stay of promotions was submitted to

the Civil Service Commission by a lawyers group, which stated that it had concerns about the exam process and was raising those issues as a concerned member of the public. The request for stay was not part of the candidate appeal process to the civil service rules. She added that at this point, DHR is responding to the protests regarding the exam.

Commissioner Nakajo had further questions regarding the H30 exam and wished to know its status. Jesusa Bushong, SFFD Human Resources Manager, responded that Department staff is working with Dr. Bruce Topp at DHR on scoring and data analysis and will continue with this effort until a tentative eligible list is developed. This list should be ready by mid- to end of April. A five-day inspection period for candidates would follow posting of the tentative list. The Department has been asked to hold making actual appointments until a decision has been reached by the Civil Service Commission at their May 7th meeting. Deputy City Attorney Porter added that during the inspection period, according to Civil Service Rules, there is a potential for protest to the list. If protests are submitted, the DHR Director has the option of either proceeding with the list or to put things on hold to resolve the protests.

Commissioner Makras, referring to the upcoming MOU negotiations, noticed that the current MOU had been signed by the then President and wondered if it should come before the Commission for approval since the Commission, through the President, had been a signatory to the document. Deputy City Attorney Porter responded that there is a question the Commission's role regarding signing the MOU. Apparently, the Fire and Police Commissions have not consistently had a role, and it appears that often just the Commission President signed without Commission action. She believed this issue is being reviewed by the City Attorney's Labor Team during the current round of negotiations. Commissioner Makras stated that he believed that if the Commission was a signatory to the MOU, the negotiation should have Commission participation, be open and have public comment. He looked forward to a timely resolution on the issue.

Commissioner Makras stated that he had voiced his concern previously over the very limited window of opportunity for submitting an application for the H3 Level I EMT position. The rules stated that it could be submitted on one day only and in person. He believed this to be unfriendly and had his staff do a survey of 15 other departments. The results were that (1) no department had a single day submittal but rather the minimum was two weeks or until the position was filled; and (2) 14 departments rejected hand delivery. He asked that the Department reflect on this and apprise him of its decision prior to the next application period.

Commissioner Conroy asked whether the Department will be proceeding with a tentative eligible list, posted in score order and with the width of the band indicated. Ms. Bushong confirmed this. Commissioner Conroy asked whether there would be a pass/fail. Ms. Bushong responded that Dr. Topp would answer this when he discusses minimum competencies.

Commissioner Lau wished to ascertain that the eligible list, after posting and inspection, still had to be certified and adopted prior to appointments being made. Deputy City Attorney Porter responded that DHR would have to certify the list before any appointments. Commissioner Makras asked whether the Chief could certify the list. Ms. Porter responded that to her understanding, the Chief could not certify the list, only the DHR director could certify. The DHR Director could delay certifying the list based on protests regarding the exam or could certify the list even with pending protests.

REPORT FROM ADMINISTRATION

Gary Massetani, Deputy Chief, Administration, presented the report.

FY 2006-07 Revenue - Bureau of Fire Prevention revenue collection has slowed but the budget projection shows that they will end the year with revenues 13% higher than budget, a decrease of 7% from last month's projection. EMS collections are at approximately \$700,000 lower than the same period last year but overall billed amounts are higher. The projected annual revenue for EMS is \$16.8, which is \$425,000 greater than the budget.

FY 2006-07 Expense - Salary and line item expenditures continue to be on budget or under budget. The Department's overall salary projections continue to be 1% under budget.

Division of Training – (1) The Department has completed company-based training focused on CPR (Cardio-Pulmonary Resuscitation) and Advanced Cardiac Life Support (ACLS). 1400 members completed CPR Training and 220 members completed ACLS. (2) The H3 Level 2 Paramedic Academy started on February 26th and is currently in its fourth week, with graduation planned for April 20, 2007. (3) Rescue Squad and Truck Training is proceeding every Tuesday and Wednesday. (3) Annual tests have started on the 2007 for the Mask Fit Program, with 210 completed to date.

Purchasing has notified the Department that the City does not have a qualified vendor for uniforms that meets the *No Sweat Shop Ordinance*. Purchasing is analyzing whether to declare an emergency purchase for all City uniforms, which includes the Fire, Police, and Sheriff's Departments. Fortunately, the Department's PPEs (Personal Protective Equipment) are not affected.

Planning and Resources - (1) The unit continues working on the EMS Reconfiguration with the Division of Emergency Communications on dispatch protocols for the dynamically deployed ambulances. (2) The unit is working with the Division of Training in scheduling evaluations shifts for the H3 Level 2 Academy cadets. (3) Assistance is provided to Deputy City Attorney Margaret Baumgartner in gathering scheduling data for pending litigation.

MIS has completed development of alternate Human Resources job scheduler for the Human Resources Management System. The Electronic Patient Care Report administrative workstations are completed for the E911 hardware and software equipment list. The SFFD Headquarters Server upgrades have been completed.

Support Services - (1) The Department has received 3,600 Meals Ready to Eat (MREs) and will distribute them to field companies within the next 30 to 40 days. (2) A new backflow device is being evaluated which is attached to Engine inlets and should reduce the possibility of cross connection and contamination of the domestic water supply. (3) Maintenance of all high-pressure Self Contained Breathing Apparatus (SCBA) compressors has been completed. (4) Station 1 boiler has been installed and heat has been restored. (5) In an effort to better communicate with stations in the field, Facilities Maintenance is responding to all station repair requests via email acknowledging receipt.

AWSS (Auxiliary Water Supply System) has completed work at Sacramento and Drumm Streets as well as construction of a high-pressure hydrant lateral at Fort mason. The diesel-powered water pumps at both pump stations have been tested.

The fireboat *Phoenix* is in dry dock for maintenance and pump repairs for approximately another 45 days.

Human Resources - (1) Scoring of the Human Relations, Fire Scene and Medical Exercise component has been completed for the H30 Captain Examination and raw scores have been forwarded to Dr. Bruce Topp and the independent consultant. (2) the 2233 Department

Physician position will be posted on March 23rd with an application period of March 23rd through May 4th. (3) H3 Level 1 applications were being accepted on March 22nd at the Division of Training. There were approximately 500 eligible applicants.

Homeland Security - The unit is developing the Department's submittal for the State and the UASI 2007 Homeland Security grants. The Department's emergency operations plan is also being finalized.

Physician's Office - The total number of work-related injuries being reported for the month of February 2007 was 23 as compared to 28 in January of 2007.

Disability leave for the month of February 2007 stood at 48 as compared to February of 2006 at 52. This was a 7.5% decrease.

Urinary Cancer Survey Program - The Department started testing in January 3, 2007. Total number members, both active and retired, tested was 1003, with 6 positive tests for males ages 45 to 53, and 2 positive tests for females ages 38 to 41.

Investigative Services Bureau - In the Random Drug and Alcohol Testing Program, 23 members were tested to date in March and 169 since September 2006. There are three on-going investigations and when they are completed, they will be forwarded to the Deputy Chief of Operations.

Discussion ensued with Commissioners asking questions and Chief Massetani and staff responding.

Commissioner Clarke noticed Jimmy Harris from PG&E in the audience and wished to thank Mr. Harris on behalf of the Commission. President Conroy added his thanks and noted that the Commission had just passed a resolution accepting the truck and expressing its gratitude for a very generous gift.

Mr. Harris responded that PG&E is firmly committed to emergency preparedness in San Francisco whether supporting the Department's NERT program or providing a vehicle that will assist with emergency preparedness. PG&E fully supports the City and County of San Francisco and the Fire Department in helping residents learn about safety in emergencies.

Chief Kochevar wished to thank Mr. Harris and PG&E on behalf of Chief Hayes-White and the Fire Department for assisting the Department in disaster preparedness.

Commissioner Clarke wished to know the status of the apparatus floor at Station 1 and the timeline for fixing it. Chief Massetani responded that there are cracks in the floor which have been covered with planks and supports have been placed under the floor as recommended by a structural engineer. This occurred one year ago. Replacing the whole floor will not occur in this fiscal year.

Commissioner Nakajo wished to know if the 518 applicants for the H3 Level 1 EMT position were within the Department's expectation. Ms. Bushong responded that 1467 interest cards were sent out but only the position that is coming up is listed. Requirements are not listed and even if some applicants had completed EMT certification, they either had no work experience or no State of California EMT license. She believed that the final applicant number was within the Department's expectation.

Commissioner George Lau, referring to the necessary construction improvements at Station 1, noted that the Commission is very concerned about safety issues at fire houses. Information has been requested from the Chief on this issue so that the most serious problems can be swiftly addressed. He added that the Commission is committed to the Department in achieving this goal.

Commissioner Nakajo stated his belief that it was important to provide feedback to members concerning conditions in the fire houses. He would like to see the Commission receive regular reporting on conditions at the stations. He stated that the condition of the stations is a serious issue that needs to be addressed and requires obtaining the necessary funding. Chief Massetani thanked the Commissioners for their support and stated that 32 of 42 stations have now had a thorough inspection and photographs have been taken to document the problems.

SUBSTANCE ABUSE POLICY

Commissioner Conroy explained that he had requested this presentation on the Substance Abuse Policy and its current revision status.

Chief Massetani responded that he had included in the Commissioner's packets five smaller policies: (1) the current substance abuse policy implemented in 1994; (2) the Department's proposed policy to replace the one currently in effect; (3) the Random on-duty Alcohol and Drug Testing Policy implemented in September 2006; (4) the Department of Transportation policy covering members of the Station 35 and the fireboats; and (5) the Departments proposed Post-Accident Alcohol and Drug Testing policy.

The Department has been working with Local 798 to agree on updating the existing policy. The major differences between the existing and the proposed Substance Abuse policy deal with impairment and methods of testing. The proposed policy will have a level of 0.04 percent of alcohol at which the Department will consider an individual impaired or under the influence whereby the old level was at 0.02. This will be in line with other entities that must undergo testing, such as the Police Department, the Coast Guard, MUNI drivers and airline pilots. The legal level set by DMV is 0.08.

The proposed policy specifies prohibited drugs and how they are to be tested. The existing policy testing was conducted by urine screening process. In the proposed policy, a collaborative effort between the union and the Department, the OralStat product will be used for testing prohibitive drugs and the Breathalyzer will be used for alcohol testing.

Chief Massetani wished to point out a section, which was just recently added to the proposed policy that addressed Commissioner Conroy's concern about the six members of the Department who were recently tested when there had not been "reasonable suspicion".

Chief Massetani stated that the Local 798 and the Department are not yet in agreement over some parts of the proposed Substance Abuse Policy but are working towards a resolution. He added that the Department will have similar agreements with Local 790 and with the other bargaining units in the Department.

Commissioner Conroy also wished to know the status of the Post-Accident Alcohol and Drug Testing policy. Chief Massetani responded that this policy is part of the current MOU and the union supports it. He explained that "reasonable suspicion" is not necessary since the criteria set out in the policy states that any member will be tested who was involved in an accident involving a fatality, any injury requiring medical treatment, multiple vehicles involved and where there is a disabled vehicle that has to be towed.

PERSONNEL REPORTS

a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during February 2007.

b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during February 2007.

c. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, February 10 through February 23, 2007.

d. Appointment

Reporting the following PERMANENT appointment effective *NOVEMBER 11, 2006*:

7388 Utility Plumber

Devlin Joe

e. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
King, Dennis A.	H6 Investigator	Service	Feb. 10, 2007
Richards, Russell	H3 Firefighter/Paramedic	Service	Feb. 24, 2007
Kritikakos, Peter D.	H2 Firefighter	Service	Feb. 25, 2007

(Retirement Certificates will be presented at Fire Commission Meeting of May 24, 2007)

f. Suspensions

Reporting the following suspensions:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H3 FF/PM	Medic 38	2	11-19-06 11-20-06	Sec. 3926 (Tardiness & Failure to Report)
1 H3 FF/PM	Airport	2	02-06-07 02-07-07	Sec. 3926 (Tardiness & Failure to Report)

g. Separation

Reporting separation (release from appointment) of Temporary Exempt H120 Pilot of Fireboat William H. Wells, effective March 2, 2007. (Approximate length of service – 10 years.)

h. Leaves

Reporting leave of absence with pay for the following members for five days, March 19 through March 23, 2007, in order to participate in the Unified Command and Incident Management exercise at the National Emergency Response and Rescue Training Center (NERRTC) at College Station, Texas. The Urban Area Security Initiative Budget for FY 2005 funds for exercise and training will pay for transportation, lodging, backfills and related materials and supply costs.

The following is a list of participants:

<i>Rank/Name</i>	<i>Function</i>
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Battalion Chief Vincent Nolan	Exercise Participant

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Reporting leaves of absence with pay for the time period from October 2006 through August 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
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12	H2 Firefighter	242
4	H3 Firefighter/Paramedic	94
1	H20 Firefighter	2
1	H33 Rescue Paramedic	6
Total Number of Days with Pay		466

Reporting intermittent leaves with pay for the time period from August 2006 through June 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Feb 14, 2007 – Feb 13, 2008
1	H2 Firefighter	Jan 15, 2007 – Jan 15, 2008
1	H2 Firefighter	Feb 1, 2007 – Dec 10, 2007
1	H2 Firefighter	Feb 23, 2007 – Feb 22, 2008
1	H2 Firefighter	Mar 7, 2007 – Mar 6, 2008
1	H2 Firefighter	Apr 1, 2007 – Mar 31, 2008
1	H2 Firefighter	May 11, 2007 – May 10, 2008
1	H2 Firefighter	Aug 15, 2007 – May 19, 2008
1	H2 Firefighter	July 26, 2007 – May 1, 2008
1	H2 Firefighter	Mar 8, 2007 – Mar 8, 2008
1	H3 Firefighter/Paramedic	Feb 2, 2007 – Feb 1, 2008
1	H3 Firefighter/Paramedic	Mar 1, 2007 – Mar 1, 2008
1	H3 Firefighter/Paramedic	June 7, 2007 – June 7, 2008
1	H20 Lieutenant	Feb 6, 2007 – May 1, 2007
1	H20 Lieutenant	Mar 15, 2007 – Mar 14, 2008

1	H2O Lieutenant	Apr 16, 2007 – Apr 15, 2008
1	H2O Lieutenant	Apr 15, 2006 – Aug 14, 2007

Reporting leaves of absence without pay for the time period from December 2006 through June 2007 for the following:

No. of Members	Rank	Total amount of leave (days)
1	H2 Firefighter	52
2	H3 Firefighter/Paramedic	135
	Total number of Days w/o Pay	187

i. Military Leaves

Reporting approval of applications from two members for Military Leaves of Absence without pay, in order to comply with Military Orders received from their commanding officers:

Name	Rank	Dates	Days	Military Organization	Purpose
Caulder, Leonard MSGT	H3 FF/PM	03-02-07 03-03-07	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
Laderer, Clayton PFC	H3 FF/PM	03-03-07 03-04-07	2	US Army Res. Ft. Funston, SF, CA	Attend Inactive Duty Training

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Medic 92	06-7-082	1/4/2007	745	B	Bill

Cause: While responding with red lights and siren, Medic 92 struck a civilian vehicle which entered the intersection at an unsafe speed

Medic 12	06-7-089	1/17/2007	739	B	Bill
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Cause: Struck by vehicle - While responding with red lights and siren and attempting to cross the intersection with a red light, Medic 12 was struck by a civilian vehicle

Truck 13	06-7-090	1/27/2007	621	A	File
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Cause: Tiller skill deficiency - While backing into quarters, tiller "over corrected" causing trailer section of truck to strike a pillar

Engine 36	06-7-091	1/27/2007	557	A	File
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Cause: Misjudged clearance - While maneuvering near a curb, Eng 36 struck a Hydrant

Engine 14	06-7-092	1/30/2007	512	B	Bill
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Cause: Struck by vehicle - While repositioning at an incident, Eng 14 was struck by a passing vehicle

Engine 35	06-7-093	1/31/2007	42	A	File
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Cause: Driver inattention - While exiting station, Eng 35 struck a protective post

Medic 76	06-7-094	2/2/2007	0	B	Bill
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Cause: Struck by vehicle - While parked at an incident, a passing vehicle struck Medic 76

Engine 32	06-7-095	2/5/2007	541	A	File
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Cause: Driver inattention to responsibilities - While backing up to Station 11, Eng 32 struck a civilian vehicle; spotters were posted but were not correctly positioned

Engine 1	06-7-096	2/5/2007	0	A	File
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Cause: Driving skill deficiency - While pulling alongside Batt 1, Eng 1 struck the open door as members were donning PPE's

BFP	06-7-097	2/5/2007	35	A	File
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Cause: Struck by vehicle - Department vehicle was struck by a passing vehicle

Medic 73	06-7-098	2/5/2007	740	A	
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Cause: Driver inattention - While backing out of SFGH bay, Medic 73 struck a parked civilian vehicle; spotters were not posted

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

7. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:30 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
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Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION
RESOLUTION 07-2

Authorizing the San Francisco Fire Department to accept a gift of a 1988 GMC flatbed truck with a lift hoist valued at \$14,779 from the Pacific Gas and Electric Company for emergency preparedness, training, public safety and related purposes.

WHEREAS, the Pacific Gas and Electric Company has offered to donate a 1988 GMC flatbed truck with lift hoist to the San Francisco Fire Department to improve the Fire Department's ability to safely and effectively transport equipment, supplies and other items; and,

WHEREAS, the Fire Department intends to use the truck at the training facility located on Treasure Island for moving concrete panels and other heavy objects with the aide of the heavy duty lift hoist, and to have the truck available to transport fire, rescue and medical equipment and supplies, including pre-positioned emergency supply pods maintained by the Fire Department and Department of Public Health, without needing a forklift or other piece of heavy equipment for loading and unloading; and

WHEREAS, this special purpose truck will benefit the Fire Department and improve its training capabilities and ability to respond to emergencies and provide public safety services to the people of San Francisco and other areas that may be in need of mutual assistance; now, therefore, be it

RESOLVED, that the Chief of the Fire Department is authorized to accept the donation of the truck from the Pacific Gas and Electric Company.

Adopted at the Regular Meeting of the San Francisco Fire Commission on March 22, 2007

Ayes: Conroy, Lau, Nakajo, Clarke, Makras

Tania Bauer, Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
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Tania Bauer, *Secretary*

No. 07-16

FIRE COMMISSION REGULAR MEETING
Thursday – April 12, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

10:55 a.m. mst
DOCUMENTS DEPT.

APR - 6 2007

2. RETIREMENT CERTIFICATES [Discussion]

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PUBLIC LIBRARY**

Reporting Awards of Honorable Service to the following members:

	<i>Type of Retirement</i>	<i>Years of Service</i>	<i>Retirement Date</i>
Captain James J. Lee	Service	38	Nov. 16, 2006
Captain James M. Connors	Service	32	Jan. 13, 2007
Lieutenant Fred R. Meyer	Service	29-1/2	Jan. 27, 2007

3. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

4. APPROVAL OF THE MINUTES [Action]

Regular Meeting of March 22, 2007, and Special Meeting of March 22, 2007 (4:00 p.m.).

Action to be taken: Approval of the minutes

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sof@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(March 1, 2007 through April 5, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From James Corrigan, requesting a correction to the minutes of the February 8, 2007 meeting about a statement made by Chief Hayes-White regarding a letter by Deputy Chief Kochevar. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Paul Graham, complaining of excessive noise from emergency vehicles that respond frequently to the Tunnell Center for Rehabilitation with a number of vehicles to basic requests for CPR. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Terrence Jones, requesting help in remedying an allegedly hazardous situation on Potrero Hill caused by the Water Tower Improvement Project. Copy: Commissioners, Chief of Department and Fire Marshal.
4. From Jeffrey Estes, inquiring about regulations pertaining to smoking restrictions for Single Room Occupancy hotels (SROs). Copy: Commissioners, Chief of Department and Fire Marshal.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Marie and Ernest Chambers and Joseph and Sara Wolden, thanking the Department for the outstanding emergency help they received from paramedics during two medical incidents. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Anne Werth, Special Events Coordinator, San Francisco Little League, thanking Chief Hayes-White for providing a fire truck for their Opening Day parade. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Jason Esper, Manager, Emergency Management/Homeland Security, General Physics Corporation, expressing his appreciation of Department for their participation and their professionalism during the February 24th full-scale exercise at AT&T Park. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
4. From Matt, thanking the Department for the NERT program and considering it valuable and essential to all San Franciscans. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

6. REPORT ON THE H30 PROMOTIONAL EXAMINATION [Discussion]

Bruce W. Topp, Ph.D., Department of Human Resources

7. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including a discussion of the current budget, and updates on Divisions within the Department

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period March 20, 2007 through April 10, 2007.

PERSONNEL REPORTS

a. Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, February 24 through March 9, 2007, and March 10 through March 23, 2007.

b. Employee Actions

Reporting that the following employee is on probationary status effective *MARCH 26, 2007*:

1652 Senior Accountant

Yan Fen Liu (vice: Jessie Lomboy, retired)

Reporting that the following employees have passed probations:

H3 Firefighter/Paramedic

<i>Name</i>	<i>Effective Date</i>
Marifi D. Esteves	Nov. 23, 2006
Nicolette S. Divecchio	Dec. 03, 2006
Lori J. Clethen	Jan. 18, 2007

Reporting that the following employees have passed probations:

H2 Firefighter

<i>Name</i>	<i>Effective Date</i>
Nancy E. Galvin	Dec. 24, 2006
Nicholas K. Helmer	Dec. 24, 2006
Timothy J. Neff	Dec. 24, 2006
Theodore R. Creighton	Dec. 26, 2006
Gaylord A. Gabriel	Dec. 27, 2006
Noel J. Moroney	Jan. 02, 2007
Cristina L. Kosta	Jan. 06, 2007
Claudia B. Valentino	Jan. 09, 2007

c. Employee Actions – Correction

Amending that the following employees were on probationary status effective *FEBRUARY 27, 2007*:

H3 Level II Paramedic

<i>Name</i>	<i>Vice</i>
Joshua G. Smith	Anthony Ibarra, resigned
Christopher S. Hamilton	Teresa Black, resigned

(Note: Amending Item 5.d. – Appointments, Minutes of 03-08-07, to reflect a change in the effective date for the above two paramedics to be from 02-26-07 to 02-27-07)

d. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Engine 39	30 cal. days	04-17-07 thru 05-16-07	Sec. 3915 (Proper Behavior) Sec. 3911 (Altercations) Sec. 3919 (Unacceptable Language) Sec. 3923 (Disobedience) Sec. 3924 (Insubordination) Workplace Violence Guidelines

e. Resignation

Reporting resignation of the following:

H3 Firefighter/Paramedic David E. Newman, effective March 24, 2007. (Approximate length of service – 4-1/2 years.)

H3 Firefighter/Paramedic Todd E. Filbrun, effective April 1, 2007. (Approximate length of service – 4-1/2 years.)

f. Leaves

Reporting leave of absence with pay for Assistant Deputy Chief Pete Howes, for three days, April 2 through April 4, 2007, in order to attend the National Emergency Medical Services Preparedness Initiative (NEMSPI) Policy Summit, sponsored by George Washington University's Office of Homeland Security in Washington, D.C. There is no cost to the Fire Department. All expenses will be paid through grant funding provided by George Washington University. Assistant Deputy Chief Howes will not be replaced.

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Hose Tender 48	06-7-099	1/29/2007	502	A	File
Cause:	Driving skill deficiency - While making a right turn, HT 48 struck a chain link fence post				
Battalion 3	06-7-101	2/14/2007	921	A	Bill
Cause:	Driver inattention - While backing up a civilian vehicle at Station 8, driver struck open door of Batt 3				
Medic 81	06-7-103	2/23/2007	757	C	File
Cause:	Lack of defensive driving techniques - While responding with red lights and siren, Medic 81 failed to make a complete stop at a red light and did not gain control of the intersection, and was struck by a civilian vehicle				

Truck 2	06-7-104	2/25/2007	0	A	File
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Cause: Driving skill deficiency - While responding with red lights and siren and exiting Station 2, Trk 2 struck a stopped civilian vehicle

Medic 11	06-7-105	2/26/2007	749	A	File
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Cause: Driver inattention - While backing into quarters, Medic 11 struck a parked civilian vehicle

Engine 48	06-7-106	2/26/2007	509	A	File
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Cause: Driver inattention - While backing into quarters, Eng 48 failed to stop and hit another apparatus in rear of station

Medic 77	06-7-107	2/26/2007	738	A	File
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Cause: Driver inattention - While turning into ambulance bay, Medic 77 struck a parked civilian vehicle

Medic 19	06-7-108	3/1/2007	717	A	File
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Cause: Driver inattention - While moving ambulance at BOE, Medic 19 struck a parked civilian vehicle

Truck 9	06-7-109	3/4/2007	618	B	File
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Cause: Mechanical malfunction - While backing into quarters, Trk 9 struck part of the apparatus door when it failed to open completely; spotters were posted but Trk 9 could not stop in time

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

8. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
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Victor Makras, *Commissioner*

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Tania Bauer, *Secretary*

No. 07-16

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – April 12, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:05 p.m.

Item No.

1. ON ROLL CALL, the following were noted present:

President Paul A. Conroy
Vice President George Lau
Commissioner Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner Victor Makras

Joanne M. Hayes-White
Richard E. Kochevar
Gary P. Massetani

Chief of Department
Deputy Chief, Operations
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Peter Howes	Division of Emergency Medical Services
Barbara A. Schultheis	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

James A. Barden	Division 2
Michael J. Morris	Division 3 (Acting)

2. RETIREMENT CERTIFICATES [Discussion]

Reported Awards of Honorable Service to the following members:

	<i>Type of Retirement</i>	<i>Years of Service</i>	<i>Retirement Date</i>
Captain James J. Lee	Service	38	Nov. 16, 2006
Captain James M. Connors	Service	32	Jan. 13, 2007
Lieutenant Fred R. Meyer	Service	29-1/2	Jan. 27, 2007

DOCUMENTS DEPT.

MAY - 7 2007

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Joanne Hayes-White, Chief of Department, congratulated retired members Captain Jim Connors and Lieutenant Fred Meyer and presented them their Retirement Certificates. She recalled highlights of their careers, their assignments over the years, and their special contributions to the Department and to the community.

Captain Connors thanked Chief Hayes-White and reminisced about the time he spent at Stations 10, 21 and 5. He noted that it will be difficult to leave the Fire Department family and the support they have provided over the years. Captain Connors believed that his wife of 32 years deserved the retirement certificate as much as he and thanked her for her support.

Lieutenant Meyer stated that he had truly enjoyed the job and that it had been a pleasure working with everyone that he had worked with over the years.

Commissioner Nakajo acknowledged Captain Connors and Lieutenant Meyer for their professionalism in serving this city and the Department throughout their careers.

Commissioner Conroy noted that he was sorry to see members leave who have developed great knowledge and have made sizeable contributions to the Department. However their contributions are left behind, as their interactions with and mentoring of members will last and be a part of the tradition of the Department.

PUBLIC COMMENT

Nicol Juratovac quoted from Winston Churchill that "we make a living by what we get, but we make a life by what we give", and stated that Captain Connors lived by that credo. She noted that his retirement will not only be a significant loss to all members of the Department but also a great loss to the citizens of San Francisco. Ms. Juratovac recounted his career, highlighting his teaching role in Fire Science at City College, and his work in the community.

John Sweeney reminisced about how Captain Connors and he had worked together noting Captain Connors energy level and multi-tasking skills. He noted that the Fire Department is a continuum of teaching, learning and retaining knowledge. He was proud to have worked with Captain Connors and to have passed knowledge to him, and he knew that the knowledge that he had given was retained, added to and passed on by Captain Connors to others.

Paul Martinez pointed out that he and Captain Connors had grown up together. Even though Captain Connors studied criminology at City College, he ended up in the Fire Department, dearly loving it and its people. Mr. Martinez considered that occurrence to be one of the best things that happened to the Department and he and his family are proud of Captain Connors.

William Long wished to acknowledge Captain Connors, with whom he team-teaches eleven fire management classes at City College of San Francisco. He noted that Captain Connors will not actually be retiring but will in charge of the SFO fire academy, certified by the State Fire Marshal, where he will be training young firefighters.

Chief Hayes-White wished to acknowledge Captain James Lee, even though he was unable to attend. She recounted Captain Lee's career which was spent primarily at Station 3, both as a firefighter and as an officer. The last three years of his career, Captain Lee oversaw the Department's facilities and the operation at the Bureau of Equipment. He was very instrumental in pulling together the 1906 Great Earthquake and Fire Expo last year, which showed the Department in the best light and was a tribute to the Department's history and traditions.

John Hanley wished to acknowledge Captain Lee as a great firefighter and declared that his commendations did not reflect his heroic actions and bravery, and that of the men and women

that he mentored and trained. The Department was fortunate to have members such as Captain Lee to teach young firefighters and to pass on all their knowledge and skill.

Commissioner Conroy also wished to acknowledge Captain Lee and offer his personal congratulations. Commissioner Conroy was impressed by his presence in the community and his presence within the Department as well as his contributions to both.

3. PUBLIC COMMENT

Edie Shaefer, member, NERT Advisory Board, wished to extend a personal invitation to all present to attend the NERT citywide drill on Saturday, April 21st at the Marina Middle School between 10:00 AM and 11:30 AM. She added that tours will be given explaining the various drills. NERT was very pleased to have Commissioner Lau and Chief Hayes-White attending.

Richard Stacks wished to provide information and background on apparatus acquisition in the Fire Department. He provided the Commission with material consisting of four tables that he had constructed; and pointed out that since the 80's the Department has not been acquiring enough apparatus on an annual basis. Currently, according to his calculations, the Department has an acquisition deficit of 23 Engines and 13 Trucks.

Patricia Yuen, President, Asian Firefighters Association (AFA), announced that members of the San Francisco Fire Department and s of the AFA will be participating for the coming two weekends at the Annual Cherry Blossom Festival. The AFA will have a barbecue booth specializing in short ribs. The Cherry Blossom Parade will be on Sunday, April 22nd. Details about the parade will be announced shortly.

John Darmanin expressed his belief that the Department's budget for PPEs (Personal Protective Equipment) had been seriously reduced as far as replacement of PPEs was concerned. He believed that all firefighters must have two sets of PPE, that they had to be cleaned and maintained and if they were not, firefighters' lives would be at risk and their ability to protect the public.

4. APPROVAL OF THE MINUTES [Action]

Regular Meeting of March 22, 2007, and Special Meeting of March 22, 2007 (4:00 p.m.).

Commissioner Clarke moved and Commissioner Lau seconded. There were no questions or discussion and the minutes were approved as presented by a vote of 5-0 (Conroy, Lau, Nakajo, Clarke, Makras).

There was no public comment.

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (March 1, 2007 through April 5, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From James Corrigan, requesting a correction to the minutes of the February 8, 2007 meeting about a statement made by Chief Hayes-White regarding a letter by Deputy Chief Kochevar. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Paul Graham, complaining of excessive noise from emergency vehicles that respond frequently to the Tunnell Center for Rehabilitation with a number of vehicles to basic requests

for CPR. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Terrence Jones, requesting help in remedying an allegedly hazardous situation on Potrero Hill caused by the Water Tower Improvement Project. Copy: Commissioners, Chief of Department and Fire Marshal.

4. From Jeffrey Estes, inquiring about regulations pertaining to smoking restrictions for Single Room Occupancy hotels (SROs). Copy: Commissioners, Chief of Department and Fire Marshal.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Marie and Ernest Chambers and Joseph and Sara Wolden, thanking the Department for the outstanding emergency help they received from paramedics during two medical incidents. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Anne Werth, Special Events Coordinator, San Francisco Little League, thanking Chief Hayes-White for providing a fire truck for their Opening Day parade. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Jason Esper, Manager, Emergency Management/Homeland Security, General Physics Corporation, expressing his appreciation of Department for their participation and their professionalism during the February 24th full-scale exercise at AT&T Park. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

4. From Matt, thanking the Department for the NERT program and considering it valuable and essential to all San Franciscans. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

Commissioner Conroy wished to know if the Department planned to respond to a complaint of excessive sirens in the area of St. Francis Hospital and the Tunnell Center for Rehabilitation. Chief Kochevar stated that he spoken with Mr. Graham, who lives next door to the Tunnell Center, about the requirement for sirens on all Code 3 calls.

Assistant Deputy Chief Howes also contacted Mr. Graham and explained to him why, when there was a request for resuscitation, more than basic CPR was required under the protocols and policies of the Department of Public Health. At times, there could be three emergency vehicles arriving with lights and siren to the scene with seven emergency personnel, including an ALS Engine, an ambulance with a paramedic and a Firefighter EMT and a Rescue Captain. Chief Howes discussed the yearly call volume to this facility and to St. Francis Hospital with M. Graham, and left his telephone number for Mr. Graham to call with any further questions. Assistant Deputy Chief Howes expressed his view that Mr. Graham was satisfied with the Department's explanation and had a better understanding of the situation.

There was no public comment.

6. REPORT ON THE H30 PROMOTIONAL EXAMINATION [Discussion]

Bruce W. Topp, Ph.D., Department of Human Resources

Dr. Topp reviewed the examination timeline for the Commission: on November 11, 2006, 112 candidates participated in the fire scene simulation; on November 28th, the report-writing exercise was conducted; and on December 16th, the human relations exercise was

administered. Currently, there are 109 individuals who are still in the process for the H30 fire captain.

During the first administration of the fire scene exercise, there were some technical problems with the audio narration. After long discussions between the Department of Human Resources (DHR) and Chief Hayes-White, it was decided to re-administer this component of the test and it was re-administered on January 28th.

At different times during the examination, a total of 39 protests were received. Dr. Topp explained that although the number of protests sounds high, there were many duplicates since some individuals submitted multiple protests. Most of the complaints concerned either the level of the audio volume of the narration in the first administration of the test or whether or not to have a second administration of the test.

Civil service rules state that candidates are first required to protest to the Fire Department's Examination Unit, and then the protest goes to the Human Resources Director at DHR. If the individual is not satisfied with the decision of the Human Resources Director, he or she can appeal to the Civil Service Commission. DHR responded to 39 protests, with the Human Resources Director denying the protests. Dr. Topp was aware of two appeals from the DHR Director determinations, which will be heard by the Civil Service Commission.

There was one other protest submitted by the Lawyers Committee on Civil Rights, asking that no appointments be made until a protest from the Black Firefighters Association was fully investigated. There is a tentative date of May 21st for this matter to be heard before the Civil Service Commission, but that date may be moved up. Dr. Topp stated that after careful review of all the protests and appeals, nothing has been found so far that would invalidate the examination.

Dr. Topp explained that response to the protests took a long time, but work proceeded on the processing of the raw data from the three exercises, resulting in over 7,000 individual ratings by the evaluators. Every one of the ratings has to be entered properly into a spreadsheet, and then double and triple checked to insure accuracy. Only then can the detailed statistical analysis begin. He was pleased to report that the preliminary results for the subtests are complete and the data has been compiled without names. With the concurrence of the Chief, all data has been sent to Harry Brull, Personnel Decisions International (PDI), a retained expert consultant. PDI has taken the raw data and will replicate the scoring of the three exercises and, hopefully, come out the same.

Dr. Topp noted that after all the results are confirmed, which should be in the next few weeks, some statistical evolution must be conducted. For example, DHR must determine the composite reliability of the exercises in order to calculate the band that will be used in the certification rule. The data will again go to Harry Brull of PDI to have his statisticians double check the calculation of the band. At this point, DHR plans to post the tentative eligible list.

In closing, Dr. Topp stated that administering and validating this type of examination requires hundreds of technical decisions during the testing process. These decisions have to be based on factual information by dispassionate testing professionals. He wished to assure the Commission that all the decisions, which were made during the examination process, were made very carefully and after considerable deliberation with the prime concern being that the test is as fair as possible and is conducted accurately. Dr. Topp declared that he had not seen any tangible evidence to indicate that the validity of the test was compromised.

Discussion ensued with Commissioners asking questions and Dr. Topp and Chief Hayes-White responding.

Commissioner Nakajo wished to know what the anticipated timeline for posting the results of the examination would be, what the band width would be and whether the band would start and stop at a certain specified numbers. Dr. Topp responded that he hoped a tentative eligible list could be posted sometime in May, pending verification of all calculations by PDI. The width of the band is a complicated formula, which includes the reliability and correlation between different test components, and needs also to be verified by the consultant. The width of the band determines the range of scores that can be considered. The band starts at the top, with the highest scoring person, and then slides down the list as appointments occur. It is a fixed band that moves down the range of scores but it only moves when the individual at the top of the band is appointed.

Commissioner Nakajo also wished to know if the process is public and whether the candidates will know their scores. Dr. Topp responded that it is an open process and under the Civil Service rules, once the scores are posted, individuals can also protest. The Human Resources Director can adopt the list even with protests pending, but Dr. Topp stated that if there were protests, DHR would likely adopt the list when the protests were resolved.

Furthermore, Commissioner Nakajo wanted to know how many positions are available for the 109 candidates. Chief Hayes-White responded that there are currently 60 to 70 vacancies.

Commissioner Clarke asked for clarification of what would take place at the May 21st meeting of the Civil Service Commission. Dr. Topp responded that there were two or three protests that had been appealed, individuals questioned the validity of the examination. DHR will submit a report recommending that the Commission deny the appeals. The Commission will make a decision whether they wish any further analyses or investigations, or they may deny the appeals and accept the DHR report.

Commissioner Lau wished to know whether the security breach affected the test. Dr. Topp responded that the conclusion of the investigation was that the test was not compromised as a result of any leaks.

Commissioner Makras asked Dr. Topp what the width of the band would be and how many candidates it would encompass. Dr. Topp responded that the width of the band is determined using a formula, and the result will depend on data regarding the reliability of the test and the inter-correlation between components of the test. Commissioner Makras asked for an example demonstrating how the band is derived. Dr. Topp stated that he could not provide information on the width of the band because he did not have information regarding the reliability of each component of the test and their inter-correlation.

Chief Hayes-White added that Dr. Topp could not provide information on the band since the process is not yet completed and, therefore, it remains a sensitive issue. She suggested that the Commission accept Dr. Topp's offer of coming before them when the exam process is completed and he can provide a full explanation.

Commissioner Makras wished to know whether the candidates had an option of selecting the higher score since the test was re-administered. Dr. Topp responded that DHR is using the scores from the second test only. Chief Hayes-White added that it ultimately was her decision to re-administer the first component, which is the heaviest weighted, because of the faulty audio portion as well as concerns about perceptions regarding the security of the examination.

Commissioner Conroy wished clarification on the pass/fail aspect of the examination. He asked who established the minimum level of competency and how it was applied. Dr. Topp explained that it was the evaluators who would establish a pass/fail point after reviewing the exercises and detailed comments from a number of incidents, and only then determine whether the answer indicates that the applicant would have endangered his or her crew. He added that historically San Francisco does not have a history of establishing pass points for promotional tests. Tests for entry-level positions may have pass points as a hurdle before proceeding to further tests.

PUBLIC COMMENT

John Hanley posed a number of questions to Dr. Topp, including would candidates who took the test be able to view the grading system and see how each item was graded in order to better themselves.

John Darmanin voiced his disappointment in not having questions answered nor information supplied by Dr. Topp regarding banding, since that was an important aspect of the H30 Examination and is directly related to hiring.

7. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including a discussion of the current budget, and updates on Divisions within the Department

Joanne Hayes-White, Chief of Department, presented the report.

FY 2007-08 Budget - Chief Hayes-White, Chief Massetani and Julia Dawson, CFO, appeared before the Budget and Finance Committee to respond to questions that the Committee had posed to eight of the largest General Fund Departments. The Committee wished to know about current year expenditures and revenues, grant funding, and initiatives in the current year as well as in the next fiscal year.

The Department reported that it was on target in meeting the FY 2006-07 operating budget and actually projected a \$1 million surplus in revenues due to higher revenues in Fire Prevention and ambulance fees.

The FY 2005 Homeland Security grants will sunset in December 2007 and all equipment and training expenditures need to be completed by August 31st. The Department is proposing that two grant-funded positions be retained and funded through the General Fund.

The Bureau of Fire Prevention received a \$375,000 grant from FEMA for outreach to senior citizens recommending different methods for making their homes safer and installing smoke detectors.

The Department had received hundreds of thousands of dollars from UASI (Urban Area Security Initiative) to fund the NERT program in the last few budget cycles but with UASI becoming more regional there will be little funding forthcoming for Neighborhood Emergency Response Teams. The Department requested funding of \$425,000 to sustain the NERT program and to train 2,500 volunteers.

The Department's budget initiative for FY 2007-08 was to add approximately 60 H3 Level 2 and Level 1 positions and, after performing time and motion studies in the Bureau of Fire Prevention, adding positions in the Plan Check unit.

The last item the Department presented to the Budget and Finance Committee was a request to fund the development and administration of examinations for H20 Lieutenant, H40 Battalion Chief and H2 Firefighter classifications.

The Department apprised the Committee of its commitment to increase funding for PPEs (Personal Protective Equipment) after 400 pieces were removed recently due to age and being no longer effective protection. The Department proposed a plan for replacing 400 sets in the next four fiscal years, which equates to \$765,000 in the coming fiscal year.

H3 Level 2 Paramedic Class – Graduation is scheduled on April 20, 2007, 10:00 AM, at the Treasure Island facility for 25 members who started training on February 26th.

MOU Negotiations – The Department had an initial meeting with Local 798 to kick off labor negotiations for a new contract to replace the current one, which remains in effect until June 30th.

NorCal Training Officers Symposium – On April 11, 2007, the Department hosted a symposium, organized by Dave Franklin, Special Operations Chief, and Assistant Deputy Chief Siragusa, to discuss rapid intervention crew training and respiratory protection plans. Approximately 100-150 people attended and it was a productive session.

1906 Earthquake Anniversary – April 18th marks the 101st Anniversary of the 1906 earthquake and the Department will commemorate the event at Lotta's Fountain at 5:00 AM. In addition, the SFFD Historical Society will repaint the golden hydrant, at Church and 20th Streets, at 6:00 AM.

NERT Drill – NERT will be holding its semi-annual drill and demonstrations on April 21st at the Marina Middle School.

Cherry Blossom Parade – The Department will participate in the Cherry Blossom Parade which culminates two weekends of activities related to the Cherry Blossom Festival in Japan Town.

Discussion ensued with Commissioners asking questions and with Chief Hayes-White responding and staff responding.

Commissioner Makras wished to know if there were any representatives from the Commission at the MOU negotiations. Chief Hayes-White responded that no Commission representatives were present.

Commissioner Lau asked about the H3 Level 1 EMT examination. Jesusa Bushong, Division of Human Resources Manager, responded that from 513 qualified candidates 462 took the examination. She explained that this was a "hurdle" situation where a candidate must pass the first component before proceeding to the next one. 387 candidates passed the first part and 75 failed. Starting April 23rd through April 27th, candidates will be taking the skills and oral component concurrently with the PAT (Physical Ability Test), an EMS version of the CPAT. Chief Hayes-White added that the Department is on track to hire a class of H3 Level1 EMTs by the end of this fiscal year.

Commissioner Conroy, referring to the MOU negotiations, wished to know if there was a way to report to the Commission on progress and what points of difference there may be between the parties. Deputy City Attorney Porter responded that the Commission could be briefed by the labor negotiators in a closed session. Commissioner Conroy explained that the reason for the briefing is that the Commission may feel that there could be some issues which would be a

matter of policy for the Commission and not something that should be negotiated between the parties.

Chief Hayes-White added that the Department is only sitting at the table and that it is the Department of Human Resources, with Ms. Callahan as lead negotiator, that is overseeing the negotiations. Ms. Porter further explained that the Commission is not a signatory to the MOU, since, under the Charter, the Mayor's Office is responsible for labor policy and the Mayor is charter mandated to handle and oversee labor negotiations.

Commissioner Conroy asked if the Commission wished to be briefed on the status of MOU negotiations. In response, Commissioner Clarke moved for the Commission to have a Special Meeting, with a closed session, and to agendize the MOU negotiations. Commissioner Makras seconded and the motion was unanimously approved.

Commissioner Lau suggested that the briefing should be held a little later since in the course of contract negotiations the number of items under discussion are reduced, so that the Commission is involved with the most essential ones.

PUBLIC COMMENT

Richard Stacks believed that after the elimination of brown-outs through Prop F, the Department should establish full-funded positions instead of using overtime to staff. He noted that the savings would be minimal but the Department would become vulnerable to elimination of those positions that were not being fully staffed.

John Darmanin, referring to the 400 pieces of turnouts that were taken out of service recently, believed that such an inspection should not take place at the Division of Training but instead should be done on a regular basis by company officers at the company level.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reported on overall operations during the period March 7, 2007 through April 10, 2007. There were three greater alarms: (1) March 11, 2007, 2nd alarm at 479 3rd Street, 3-story residential, no injuries; (2) March 19, 2007, 3rd alarm at 52 Page Street, 4-story eight unit residential, one civilian and one firefighter injured, and one person arrested as a possible arson suspect; and (3) 5269 3rd Street, 2nd alarm, 2-story residential over commercial, one firefighter injury.

On April 9, 2007, a single alarm fire occurred at Sloat Boulevard near 37th Avenue in a 2-story single family dwelling causing three civilian injuries and one fatality.

On March 29, 2007, an industrial accident occurred at 1260 California, where work was taking place in the basement of a multi-family residential building which caused a rock fall and injured three workers, partially burying one. Units responded and extricated the victims without incident.

EMS – Currently a class of 26 H3 Level 2 Paramedics is in the academy and doing well. Graduation is scheduled for April 20th at the Treasure Island Training Academy. Four new ambulances are scheduled for arrival at the end of May.

Division of Fire Prevention and Investigation – Normal activities continue including building inspection, plan review, permit issuance, and code enforcement. (1) The Senior Home Safety grant is starting to make an impact with 1953 seniors reached at 70 presentation, 354 sign-ups at presentations and 261 by phone, and 116 completed visits with an average of three alarms installed per household. (2) Members from BFP&I have held meetings with various departments to decrease use of fireworks in San Francisco. (3) All members from Prevention attended a fire

alarm class which covered the transition from NFPA 72 1999 edition to the 2002 edition. (4) Research and planning for implementation continues for a new key box system due to security problems with current system. (5) Assistance to the High-Rise Committee is being given for the rewriting of the .High-Rise Manual

San Francisco International Airport (SFO) – A request came in on April 7th for foam. An ARFF (Aircraft Rescue Firefighting) unit was sent which carried 3000 gallons of water and 450 gallons of foam. Even though 12,000 gallons of water and foam were used, there was limited success in extinguishing the fire since it was deep seated in a scrap metal pile and burned for another day and a half. Airport Division response was not compromised since there were two relief ARFF apparatus in service. An Activity Summary for the Airport Division is attached to Chief Kochevar's report.

There was no further public comment.

PERSONNEL REPORTS

a. Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, February 24 through March 9, 2007, and March 10 through March 23, 2007.

b. Employee Actions

Reporting that the following employee is on probationary status effective *MARCH 26, 2007*:

1652 Senior Accountant

Yan Fen Liu (vice: Jessie Lomboy, retired)

Reporting that the following employees have passed probations:

H3 Firefighter/Paramedic

<i>Name</i>	<i>Effective Date</i>
Marifi D. Esteves	Nov. 23, 2006
Nicolette S. Divecchio	Dec. 03, 2006
Lori J. Clethen	Jan. 18, 2007

Reporting that the following employees have passed probations:

H2 Firefighter

<i>Name</i>	<i>Effective Date</i>
Nancy E. Galvin	Dec. 24, 2006
Nicholas K. Helmer	Dec. 24, 2006
Timothy J. Neff	Dec. 24, 2006
Theodore R. Creighton	Dec. 26, 2006
Gaylord A. Gabriel	Dec. 27, 2006
Noel J. Moroney	Jan. 02, 2007
Cristina L. Kosta	Jan. 06, 2007
Claudia B. Valentino	Jan. 09, 2007

c. Employee Actions – Correction

Amending that the following employees were on probationary status effective *FEBRUARY 27, 2007*:

H3 Level II Paramedic

Name

Joshua G. Smith

Christopher S. Hamilton

Vice

Anthony Ibarra, resigned

Teresa Black, resigned

(Note: Amending Item 5.d. – Appointments, Minutes of 03-08-07, to reflect a change in the effective date for the above two paramedics to be from 02-26-07 to 02-27-07)

d. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Engine 39	30 cal. days	04-17-07 thru 05-16-07	Sec. 3915 (Proper Behavior) Sec. 3911 (Altercations) Sec. 3919 (Unacceptable Language) Sec. 3923 (Disobedience) Sec. 3924 (Insubordination) Workplace Violence Guidelines

e. Resignation

Reporting resignation of the following:

H3 Firefighter/Paramedic David E. Newman, effective March 24, 2007. (Approximate length of service – 4-1/2 years.)

H3 Firefighter/Paramedic Todd E. Filbrun, effective April 1, 2007. (Approximate length of service – 4-1/2 years.)

f. Leaves

Reporting leave of absence with pay for Assistant Deputy Chief Pete Howes, for three days, April 2 through April 4, 2007, in order to attend the National Emergency Medical Services Preparedness Initiative (NEMSPI) Policy Summit, sponsored by George Washington University's Office of Homeland Security in Washington, D.C. There is no cost to the Fire Department. All expenses will be paid through grant funding provided by George Washington University. Assistant Deputy Chief Howes will not be replaced.

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Hose Tender 48	06-7-099	1/29/2007	502	A	File
Cause:	Driving skill deficiency - While making a right turn, HT 48 struck a chain link fence post				
Battalion 3	06-7-101	2/14/2007	921	A	Bill
Cause:	Driver inattention - While backing up a civilian vehicle at Station 8, driver struck open door of Batt 3				
Medic 81	06-7-103	2/23/2007	757	C	File
Cause:	Lack of defensive driving techniques - While responding with red lights and siren, Medic 81 failed to make a complete stop at a red light and did not gain control of the intersection, and was struck by a civilian vehicle				
Truck 2	06-7-104	2/25/2007	0	A	File
Cause:	Driving skill deficiency - While responding with red lights and siren and exiting Station 2, Trk 2 struck a stopped civilian vehicle				
Medic 11	06-7-105	2/26/2007	749	A	File
Cause:	Driver inattention - While backing into quarters, Medic 11 struck a parked civilian vehicle				
Engine 48	06-7-106	2/26/2007	509	A	File
Cause:	Driver inattention - While backing into quarters, Eng 48 failed to stop and hit another apparatus in rear of station				
Medic 77	06-7-107	2/26/2007	738	A	File
Cause:	Driver inattention - While turning into ambulance bay, Medic 77 struck a parked civilian vehicle				
Medic 19	06-7-108	3/1/2007	717	A	File
Cause:	Driver inattention - While moving ambulance at BOE, Medic 19 struck a parked civilian vehicle				

Truck 9

06-7-109

3/4/2007

618

B

File

Cause: Mechanical malfunction - While backing into quarters, Trk 9 struck part of the apparatus door when it failed to open completely; spotters were posted but Trk 9 could not stop in time

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

8. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 9:15 p.m.

Tania Bauer
Secretary

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



April 18, 2007 (Special Meeting) CONTINUED

FIRE COMMISSION SPECIAL MEETING

Wednesday, April 18, 2007 - 8:00 AM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

DOCUMENTS DEPT.

Item No.

1. ROLL CALL

APR 28 2008

Commissioner Victor Makras, Hearing Officer

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2. CASE NO. 07-1: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT

On January 25, 2007, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Assistant Chief Aaron Stevenson with misconduct and violation of Department Rules and Regulations as follows:

- Section 3922 - Acts Detrimental to the Welfare of the Department
- Civil Service Commission: Rule 311: 311.7.3 - Confidentiality of Examination Questions

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the complaint and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on complaint (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION



FIRE COMMISSION SPECIAL MEETING

Thursday, April 26, 2007 - 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

1:20 p.m. msf
DOCUMENTS DEPT.

APR 23 2007

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President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

2. CASE NO. 06-10: COMMISSION DELIBERATIONS ON EMPLOYEE SUSPENSION APPEAL [Action item]

In accordance with Section 4001 of the Rules and regulations, H30 Acting Captain Kevin Smith has appealed his 4-day suspension for the period October 31/November 1 and November 3/4, 2006. Captain Smith was suspended for the following violation of the Rules and Regulations:

- Section 3207 - Protective Equipment
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Section 3956 - Safety Rules
- G.O. 02 A-45 - Personal Protective Equipment (Paragraphs 3 and 5)

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. [Action Item]

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal [Action Item]

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, April 26, 2007 - 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

Item No.

1. On **ROLL CALL**, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke

DOCUMENTS DEPT.

MAY 21 2007

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Commissioner Makras was excused.

Also Present

Marie Blits, Deputy City Attorney, Government Team, Office of the City Attorney
Tania Bauer, Commission Secretary

2. CASE NO. 06-10: COMMISSION DELIBERATIONS ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Section 4001 of the Rules and regulations, H30 Acting Captain Kevin Smith has appealed his 4-day suspension for the period October 31/November 1 and November 3/4, 2006. Captain Smith was suspended for the following violation of the Rules and Regulations:

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- G.O. 02 A-45 - Personal Protective Equipment (Paragraphs 3 and 5)

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

There was no public comment.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. *[Action Item]*

Commissioner Lau moved for closed session and Commissioner Nakajo seconded. The motion was unanimously approved (4-0). The Commission went into closed session deliberations at 4:20 PM.

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal **[Action Item]**

c. If Closed Session is held, reconvene in Open Session

The Commission reconvened in open session at 5:20 PM.

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

President Conroy announced that the Commission had deliberated and had, by unanimous vote, upheld the four-day suspension previously imposed by the Chief of Department for these violations. The Commission, therefore, denied Acting Captain Smith's appeal.

The Commission requested that Counsel for the Department prepare and submit proposed Findings of Fact to the Commission to the Commission Secretary within 10 days of the date of the decision letter (April 30, 2007), with concurrent service on opposing counsel. Opposing counsel may submit any objections and/or proposed alternative Findings of Fact to the Commission within 20 days of the date of the decision letter (April 30, 2007), with concurrent service on opposing counsel.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). **[Action Item]**

Commissioner Lau moved not to disclose any discussion held in closed session and Commissioner Clarke seconded. The motion was unanimously approved (4-0).

3. ADJOURNMENT

The meeting was adjourned at 5:25 PM.

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-19

FIRE COMMISSION REGULAR MEETING
Thursday – April 26, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

1:20 p.m. *not*
DOCUMENTS DEPT.

APR 23 2007

2. RETIREMENT CERTIFICATE [Discussion]

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Reporting Award of Honorable Service to the following member:

	Type of Retirement	Years of Service	Retirement Date
Firefighter Paula C. Corcoran	Service	13-1/2	Jan. 02, 2007

3. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

4. APPROVAL OF THE MINUTES [Action]

Regular Meeting of April 12, 2007.

Action to be taken: Approval of the minutes

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sof@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]

(April 6, 2007, through April 18, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From James Corrigan, responding to a letter from the Department relaying his concerns regarding future dispatches in Operations. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Dee Seligman, Ph.D., praising the NERT Program and urging the education of as many San Franciscans as possible in order that they may be able to take care of themselves in the event of a disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.
3. From Terrence Jones, warning of a potential hazard involving a five ton hill of dirt on the west side of Potrero Hill. Copy: Commissioners, Chief of Department and Fire Marshal.
4. From Keith Adamson, Deputy Chief, Melbourne Metropolitan Fire Brigade, asking if a Fire Commissioner could meet with a member of their Board, who is visiting San Francisco, to discuss the role and future direction of the San Francisco Fire Department. Copy: Commissioners and Chief of Department.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Ken Conroy, Captain, SFFD, retired, praising the actions, under difficult and demanding conditions, of the members of Engine 19 and Truck 19 at a recent fire in the Sunset district. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Richard Pearce, Fire Chief, Tiburon Fire Protection District, commending Firefighter/EMT Andrew Gleason for his actions in rendering aid to a victim of a solo motorcycle accident on a remote road. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

6. FIRE COMMISSION RESOLUTION 07-3 [Action]

Submitting for review and adoption Resolution No. 07-3 recommending that the Board of Supervisors approve the donation of one obsolete Engine to the City College of San Francisco's Fire Sciences Academy.

Action to be taken: Adoption of resolution

7. FIRE COMMISSION RESOLUTION 07-4 [Action]

Submitting for review and adoption Resolution No. 07-4 recommending that the Board of Supervisors approve the donation of one obsolete ambulance to the City College of San Francisco's Paramedic Academy.

Action to be taken: Adoption of resolution

8. PRESENTATION OF DEPARTMENT'S APPARATUS AND FLEET MAINTENANCE PROGRAM [Discussion]

Gary P. Massetani, Deputy Chief, Administration

9. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, and EMS Reconfiguration.

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and the proposed FY 2007-2008 Budget, and updates on Administrative Divisions.

PERSONNEL REPORTS

a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during March 2007.

b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during March 2007.

c. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 24 through April 6, 2007.

d. Appointment

Reporting the following TEMPORARY EXEMPT appointment effective *APRIL 11, 2007*:

H120 Pilot of Fireboat

Samuel C. Moore (vice: William Wells)

e. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Liggins, Edward A.	H40 Battalion Chief	Service	Apr. 05, 2007
Romeyn, James A.	H30 Captain	Service	Apr. 01, 2007

(Retirement Certificates will be presented at Fire Commission Meeting of May 24, 2007)

f. Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Truck 18	2	03-11-07 thru 03-12-07	Sec. 3926 (Tardiness & Failure to Report)

g. Resignation

Reporting resignation of Probationary H3 Firefighter/Paramedic Level 2 Jared M. Chow, effective April 11, 2007. (Started work 02-26-2007)

h. Leaves

Reporting leaves of absence with pay for the time period from January 2007 through July 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
15	H2 Firefighter	863
11	H3 Firefighter/Paramedic	575
2	H20 Firefighter	24
2	H40 Battalion Chief	12
1	H50 Assistant Chief	18
Total Number of Days with Pay		1492

Reporting intermittent leaves with pay for the time period from February 2007 through July 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	May 20, 2007–May 19, 2008
1	H2 Firefighter	Feb 25, 2007 – Jan 23, 2008
1	H2 Firefighter	Mar 2, 2007 – Mar 1, 2008
1	H2 Firefighter	June 22, 2007– Apr 16, 2008
1	H2 Firefighter	Feb 27, 2007 – Feb 26, 2008
1	H2 Firefighter	Mar 22, 2007 – Mar 22, 2008
1	H2 Firefighter	July 15, 2007– July 15, 2008
1	H2 Firefighter	Apr 25, 2007 – Apr 25, 2008
1	H2 Firefighter	May 13, 2007–May 12, 2008
1	H2 Firefighter	May 5, 2007 – May 5, 2008
1	H3 Firefighter/Paramedic	Mar 3, 2007 – Nov 1, 2007
1	H3 Firefighter/Paramedic	Apr 12, 2007 – Apr 11, 2008
1	H3 Firefighter/Paramedic	Apr 2, 2007 – Apr 1, 2008
1	H3 Firefighter/Paramedic	July 21, 2007 – Apr 24, 2008
1	H3 Paramedic	May 19, 2007–May 18, 2008
1	H20 Lieutenant	Mar 6, 2007 – Mar 5, 2008
1	H20 Lieutenant	May 24, 2007– Mar 15, 2008

Reporting leaves of absence without pay for the time period from March 2007 through December 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
2	H2 Firefighter	148
1	H3 Firefighter/Paramedic	108
Total number of Days w/o Pay		256

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Truck 1	06–7–110	2/24/2007	633	A	File

Cause: Misjudged clearance by tiller - While responding with red lights and siren and turning right, the rear section of Trk 1 struck a stopped vehicle

Division 2	06-7-111	3/3/2007	408	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren through an intersection on a green light, Div 2 was struck by a civilian vehicle that ran the red light				
Engine 21	06-7-112	3/5/2007	526	A	File
Cause:	Misjudged clearance - While changing lanes, Eng 21 struck a stopped vehicle				
Medic 28	06-7-113	3/6/2007	741	C	File
Cause:	Misjudged clearance - While turning right behind another vehicle, Medic 28 struck the rear of the vehicle				
Engine 2	06-7-114	3/9/2007	529	A	File
Cause:	Driver inattention - While attempting a U-turn in the middle of the street, Eng 2 struck center island and damaged the rim of the left rear tire				
Engine 1	06-7-115	3/12/2007	555	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, the mirror of Eng 1 struck and broke the mirror of a SamTrans Bus				
Medic 28	06-7-116	3/12/2007	741	A	File
Cause:	Misjudged clearance - While attempting to maneuver around Eng 28, Medic 28 struck Eng 28's bumper				
Engine 2	06-7-117	3/14/2007	529	B	File
Cause:	Struck by vehicle - While slowing at an intersection, Eng 2 was lightly struck by a civilian vehicle, which caused no damage				
Truck 8	06-7-118	3/23/2007	623	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren, and entering an intersection on green light, Trk 8 was struck by a civilian vehicle				
Engine 2	06-7-119	3/25/2007	529	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, Eng 2 struck a stopped vehicle				

Airport	06-7-120	3/27/2007	46	A	File
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Cause: Misjudged clearance - While responding with red lights and siren, Res 46 struck K-rail

EMS RC 6	06-7-121	3/27/2007	923	B	Bill
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Cause: Struck by vehicle - While transporting a patient to SFGH, RC 6 was struck from behind by another vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

10. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-19

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – April 26, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:10 p.m.

Item No.

1. **ON ROLL CALL**, the following were noted present:

President Paul A. Conroy
Vice President George Lau
Commissioner Stephen A. Nakajo (Excused 7:40 p.m.)
Commissioner Clem Clarke

Commissioner Victor Makras was excused for business reasons.

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Peter Howes	Division of Emergency Medical Services
Barbara A. Schultheis	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

Frank T. Cardinale	Division 2
James A. Barden	Division 3

EMS Officers:

Karl Sporer, M.D.	SFFD Medical Director
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MAY 21 2007

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2. RETIREMENT CERTIFICATE [Discussion]

Reported Award of Honorable Service to the following member:

	Type of Retirement	Years of Service	Retirement Date
Firefighter Paula C. Corcoran	Service	13-1/2	Jan. 02, 2007

Joanne Hayes-White, Chief of Department, congratulated retired member Firefighter Paula Corcoran and presented her the Retirement Certificates. Chief Hayes-White recalled highlights of Firefighter Corcoran's career, her assignments over the years, and her special contributions to the Department. Firefighter Corcoran is one of the first female firefighter to retire from the San Francisco Fire Department.

Retired Firefighter Corcoran declared that it had been the greatest honor for her to be a San Francisco firefighter. She added that she had wanted to be a firefighter since she was five years old.

PUBLIC COMMENT

Janet Hayes stated that she and retired Firefighter Corcoran had been in the same class in the Fire Academy. Ms. Hayes was present today to honor Firefighter Corcoran's career in the Fire Department.

Eileen McCrystle recalled how Firefighter Corcoran wanted to become a firefighter very badly when she first met her in 1981 and now she is wishing her luck in her retirement.

Shon Buford wished to acknowledge Firefighter Corcoran, also a classmate from the Fire Academy, and tell her "job well done".

3. PUBLIC COMMENT

There was no public comment.

4. APPROVAL OF THE MINUTES [Action]

Regular Meeting of April 12, 2007.

Commissioner Lau moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes were approved as presented by a vote of 4-0 (Conroy, Lau, Nakajo, Clarke).

There was no public comment.

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]

(April 6, 2007, through April 18, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From James Corrigan, responding to a letter from the Department relaying his concerns regarding future dispatches in Operations. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Dee Seligman, Ph.D., praising the NERT Program and urging the education of as many San Franciscans as possible in order that they may be able to take care of themselves in

the event of a disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

3. From Terrence Jones, warning of a potential hazard involving a five ton hill of dirt on the west side of Potrero Hill. Copy: Commissioners, Chief of Department and Fire Marshal.
4. From Keith Adamson, Deputy Chief. Melbourne Metropolitan Fire Brigade, asking if a Fire Commissioner could meet with a member of their Board, who is visiting San Francisco, to discuss the role and future direction of the San Francisco Fire Department. Copy: Commissioners and Chief of Department.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Ken Conroy, Captain, SFFD, retired, praising the actions, under difficult and demanding conditions, of the members of Engine 19 and Truck 19 at a recent fire in the Sunset district. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Richard Pearce, Fire Chief, Tiburon Fire Protection District, commending Firefighter/EMT Andrew Gleason for his actions in rendering aid to a victim of a solo motorcycle accident on a remote road. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

There was no public comment.

6. FIRE COMMISSION RESOLUTION 07-3 [Action]

Submitted for review and adoption Resolution No. 07-3 recommending that the Board of Supervisors approve the donation of one obsolete Engine to the City College of San Francisco's Fire Sciences Academy.

Chief Hayes-White stated that this resolution and Resolution 07-4 are very similar and the only item that differs is that they are different pieces of apparatus. She hoped that the Commission would support these donations since both the Engine and the ambulance are obsolete and are no longer in service by the Department as even relief pieces yet they would be of great service to city College of San Francisco's Fire Science Program and Paramedic Academy. She noted that the Department has a productive working relationship with City College, with many active and retired members engaged as instructors. City College's program serves as a useful training ground for future firefighters and paramedics for the Department.

PUBLIC COMMENT

Jim Connors, recently retired member of the Department and instructor in the Fire Science Program at City College, apprised the Commission that most community colleges receive donations of fire apparatus from their local fire departments which are then used for training. He considers this donation to be extremely timely since at the end of April, the State Fire Marshal is coming to inspect and approve the City College site for a regional fire academy and training program, which would serve both the city and the greater Bay Area and even the state of California.

Bill Long, instructor in the Fire Science Program, explained that the National Fire Protection Agency (NFPA) sets standards for training firefighters throughout the United States and students at City College are trained to that standard. He believes that the engine will be put to good use by many future firefighters who will come to the San Francisco fire Department.

Commissioner Lau moved and Commissioner Clarke seconded. There were no questions or discussion and Resolution No. 07-3 was adopted by a vote of 4-0 (Conroy, Lau, Nakajo, Clarke).

7. FIRE COMMISSION RESOLUTION 07-4 [Action]

Submitted for review and adoption Resolution No. 07-4 recommending that the Board of Supervisors approve the donation of one obsolete ambulance to the City College of San Francisco's Paramedic Academy.

Commissioner Clarke moved and Commissioner Lau seconded. There were no questions or discussion and Resolution No. 07-4 was adopted a vote of 4-0 (Conroy, Lau, Nakajo, Clarke).

9. CHIEF OF DEPARTMENT'S REPORT [Discussion]

Item 9 was taken out of order.

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget, updates on Divisions within the Department, including Operations, and EMS Reconfiguration.

Chief Hayes-White presented the report.

FY 2007-08 Budget - The Department is scheduled to meet with the Budget and Finance Committee again on May 3rd. Supervisor Elsbrand has replaced Supervisor Sandoval on the Committee. The Department plans to meet individually with members of the Committee as in previous years to explain any specific details and answer questions.

H30 Examination - The scoring process is moving forward with data having been received back from the outside consultant. The Civil service Commission is scheduled to meet on May 7th to hear appeals and the protest from the Lawyers' Committee for Civil Rights.

H3 Level 2 Paramedics - 25 members graduated on April 20th in a ceremony on Treasure Island. Vice President Lau acknowledged the graduates and congratulated them on behalf of the Fire commission.

On May 3rd, Medic 29 and Medic 32, two 24-hour ambulances, will be deactivated due to the influx of the recent graduates. Those particular units were selected based on an analysis by the Planning and Research unit. The ambulances will become part of the dynamically deployed fleet.

H3 Level 1 EMT - The Department is still planning on a mid-June hire date for approximately 24 H3 Level 1 single-function EMTs. The selection process is continuing with oral and skills assessment during the current week and the Physical Ability Test (PAT) completed next week.

Local 798 MOU - Negotiations are proceeding with numerous meetings scheduled through end of May. The Memorandum of Understanding (MOU) covers Unit 1 - H2 through H39 and Unit 2 - H40 through H120.

NERT Drill - The NERT Drill on April 21st was successful with Chief Hayes-White and members of her command staff and Commissioners Conroy and Lau attending. The drill was intended for NERT members who had completed the 18-hour training program to practice their skills related

to hazard mitigation, cribbing and shoring, disaster medicine and many others. The Mayor, Supervisor Ammiano and Supervisor Jew attended and there was great participation by the community.

Cherry Blossom Festival - Chief Hayes-White thanked the Asian Firefighters Association for their participation and organization in the Parade and for the booth at the Festival. She commended them for their work for the Department and the Community.

Investigative Training - The Department held a training course for approximately 20 members of management rank who are tasked with disciplinary investigations. The course was designed by the City Attorney's Office and included Deputy City Attorneys Rocanova, Porter, Lucas, Richardson and Investigator Kelly.

Local 798 Press Conference - Local 798 held a press conference on the steps of City Hall on April 10th to announce the alarming rise in cancer rates in the Department, both active and retired, and through the fire service.

Women in the Fire Service Conference - Chief Hayes-White related that she had attended the conference in Oakland with Chief Kalos. There were approximately 450 attendees. Live fire training and aquatic rescue training will be conducted during the week at the Treasure Island Training Facility as part of conference activities.

In closing, Chief Hayes-White wished to acknowledge the members of Engine 24, Engine 39, Medic 11 and RC 3 and the work they performed in saving a man's life. Dr. Karl Sporer, Medical Director, had apprised her of the incident which entailed a cardiac arrest and only due to effective teamwork from all personnel at the scene was the man's life saved.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

Commissioner Nakajo stated that he and Commissioner Lau had recently discussed how to encourage Asian members of the Department to become officers, whether through examinations or by submitting their names for open positions. He himself had done an informal analysis using Asian surnames and discovered how few officers there were proportionate to the ethnic breakdown of the Department. Commissioner Nakajo declared that he and Commissioner Lau will wage a campaign of encouragement.

Commissioner Conroy referred to an article he had recently read on the relationship of benzene and other smoke compounds to bladder cancer. This article referred to the fact that after the fire is out, there is still smoke and smoldering material that the firefighters are exposed to during overhaul. He suggested that perhaps firefighters should wear some sort of filtering mask during the overhaul process, since after extinguishment of the fire SCBAs are no longer required. Chief Hayes-White responded that the post-extinguishment environment can be toxic but usually respiratory protection is removed during the overhaul process. She will ask the Health and Safety Committee to place it on their agenda.

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and the proposed FY 2007-2008 Budget, and updates on Administrative Divisions.

Gary Massetani, Deputy Chief, Administration, presented the report.

FY 2006-07 Budget - Revenues are projected to be \$1.6 million over budget. Bureau of Fire Prevention year-end revenue will be 13% higher than projected. EMS revenues are projected at \$17.3 million and \$844,000 above the projected amount. Salary and line item expenditures continue to be on budget with a shortfall of \$420,000 due to cost overruns in facility maintenance.

Division of Training (DOT) - (1) During May, DOT will be coordinating and providing surf rescue and wildfire training; (2) 25 H3 Level 2 Paramedics graduated on April 20th; (3) DOT is continuing to provide rescue service training for officers of truck companies and rescue squads; and (4) truck training to H3 Level 3 Firefighter/Paramedics has increased to 22, with 55 to 60 members that still need to be trained. Training is estimated to be completed by the end of the next fiscal year.

Support Services - Acting Captain Jerry Keohane has been assigned to the Bureau of Equipment and will be assisting Chief Kalos with overall management of equipment.

AWSS (Auxiliary Water Supply System) - Routine maintenance repairs were made to 82 low-pressure hydrants and 32 new hydrants were installed. A water main break occurred at Fort Mason caused by PG&E. A claim is being formulated against PG&E.

Human Resources - A class of 26 or 28 candidates is projected to start in mid-June of H3 Level 1 EMTs. Oral interviews will be conducted in May to fill two 1820 Junior Analyst positions in the Bureau of Fire Prevention. The job search continues for a Department Physician and the submittal deadline has been extended until May 18th.

Homeland Security - The unit is working with the Regional Emergency Coordinating Group to develop a San Francisco disaster response plan.

Planning & Research - MIS unit is undergoing a routine audit of all computer equipment. Response time analysis is being provided on which deactivation of Medic 29 and Medic 32 is based. The new dynamically deployed ambulances will be posted at Silver and San Bruno.

Physician's Office - The total of work-related injuries stands at 33, which is a 43% increase from the previous month, with 14 lost time and 19 no lost time injuries.

Disability leave stands at 49 members as compared to 52 members at the same time in 2006.

Urinary Cancer Survey Program - To date, 1264 members have been tested - 149 retired and 1135 active members. 13 tested positive, although a positive result does not necessarily mean that the person has cancer, they are encouraged to and should follow-up with the UCSF Urology Program.

Investigative Services Bureau - Since September of 2006, 211 members were tested and all had negative outcomes. Two investigations are in progress and will be completed by the end of May. Approximately 36 DMV and background checks are being performed on the incoming class of H3 Level 1s.

Discussion ensued with Commissioners asking questions and Chief Massetani, Chief Hayes-White and staff responding.

Commissioner Lau wished to know if it would be worthwhile for the Commission to petition the Mayor's Office for increased funding for maintenance of the firehouses if that amount had

already been established as not to exceed \$1 million. Chief Massetani responded that the Commission's support is always welcome.

Commissioner Clarke asked about the status of the apparatus floor at Station 1 and, should there be repairs, how long would the company be displaced. Chief Massetani responded that the Department had met with structural engineers to determine a plan of action. The original station was built in 1915 and the floor and basement remain from that time. The old wood building was torn down in 1954 and a new concrete one built in its place above the basement. The structural engineers consider the current horizontal load-bearing beams sufficient, and safe, especially with the metal plates in place, but the Department plans to replace the concrete in both bays in fiscal year 2007-08. Once construction begins, the company should not be displaced more than six to eight months.

Commissioner Conroy wished the Commission to have a closed session briefing on the ongoing Local 798 MOU negotiations and asked Deputy City Attorney Porter to arrange it. Ms. Porter added that at this time, proposals have been exchanged between the parties. The briefing would be by the two chief negotiators for the city - Micki Callahan, Employee Relations Director, and Martin Gran, Deputy City Attorney.

PUBLIC COMMENT

Richard Stacks suggested that the Commission should compile all its question about the H30 examination into a letter addressed to Dr. Bruce Topp and request that the answers be provided prior to an H30 eligible list being posted.

Larry Bradshaw, Representative, Paramedic Chapter, Local 21, was concerned about the uncared for appearance of the Department's Evans Street facility, and that it is sending the wrong message to 25 new employees who will be starting work there. He also believed that the time for submitting applications for the H-3 level one positions should have been greater than one day, given the difficulty that this presents to applicants who are employed.

PERSONNEL REPORTS

a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during March 2007.

b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during March 2007.

c. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 24 through April 6, 2007.

d. Appointment

Reporting the following TEMPORARY EXEMPT appointment effective *APRIL 11, 2007*:

H120 Pilot of Fireboat

Samuel C. Moore (vice: William Wells)

e. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	Rank	Type	Retirement Date
Liggins, Edward A.	H40 Battalion Chief	Service	Apr. 05, 2007
Romeyn, James A.	H30 Captain	Service	Apr. 01, 2007

(Retirement Certificates will be presented at Fire Commission Meeting of May 24, 2007)

f. Suspension

Reporting the following suspension:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H2 Firefighter	Truck 18	2	03-11-07 thru 03-12-07	Sec. 3926 (Tardiness & Failure to Report)

g. Resignation

Reporting resignation of Probationary H3 Firefighter/Paramedic Level 2 Jared M. Chow, effective April 11, 2007. (Started work 02-26-2007)

h. Leaves

Reporting leaves of absence with pay for the time period from January 2007 through July 2008 for the following:

No. of Members	Rank	Total amount of leave (days)
15	H2 Firefighter	863
11	H3 Firefighter/Paramedic	575
2	H20 Firefighter	24
2	H40 Battalion Chief	12
1	H50 Assistant Chief	18
Total Number of Days with Pay		1492

Reporting intermittent leaves with pay for the time period from February 2007 through July 2008 for the following:

No. of Members	Rank	Dates of leave
1	H2 Firefighter	May 20, 2007–May 19, 2008
1	H2 Firefighter	Feb 25, 2007 – Jan 23, 2008
1	H2 Firefighter	Mar 2, 2007 – Mar 1, 2008
1	H2 Firefighter	June 22, 2007– Apr 16, 2008
1	H2 Firefighter	Feb 27, 2007 – Feb 26, 2008
1	H2 Firefighter	Mar 22, 2007 – Mar 22, 2008
1	H2 Firefighter	July 15, 2007– July 15, 2008
1	H2 Firefighter	Apr 25, 2007 – Apr 25, 2008
1	H2 Firefighter	May 13, 2007–May 12, 2008
1	H2 Firefighter	May 5, 2007 – May 5, 2008
1	H3 Firefighter/Paramedic	Mar 3, 2007 – Nov 1, 2007
1	H3 Firefighter/Paramedic	Apr 12, 2007 – Apr 11, 2008
1	H3 Firefighter/Paramedic	Apr 2, 2007 – Apr 1, 2008
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1	H3 Paramedic	May 19, 2007–May 18, 2008
1	H20 Lieutenant	Mar 6, 2007 – Mar 5, 2008
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Reporting leaves of absence without pay for the time period from March 2007 through December 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
2	H2 Firefighter	148
1	H3 Firefighter/Paramedic	108
	Total number of Days w/o Pay	256

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Truck 1	06-7-110	2/24/2007	633	A	File
Cause:	Misjudged clearance by tiller - While responding with red lights and siren and turning right, the rear section of Trk 1 struck a stopped vehicle				
Division 2	06-7-111	3/3/2007	408	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren through an intersection on a green light, Div 2 was struck by a civilian vehicle that ran the red light				
Engine 21	06-7-112	3/5/2007	526	A	File
Cause:	Misjudged clearance - While changing lanes, Eng 21 struck a stopped vehicle				
Medic 28	06-7-113	3/6/2007	741	C	File
Cause:	Misjudged clearance - While turning right behind another vehicle, Medic 28 struck the rear of the vehicle				
Engine 2	06-7-114	3/9/2007	529	A	File
Cause:	Driver inattention - While attempting a U-turn in the middle of the street, Eng 2 struck center island and damaged the rim of the left rear tire				
Engine 1	06-7-115	3/12/2007	555	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, the mirror of Eng 1 struck and broke the mirror of a SamTrans Bus				

Medic 28 06-7-116 3/12/2007 741 A File

Cause: Misjudged clearance - While attempting to maneuver around Eng 28, Medic 28 struck Eng 28's bumper

Engine 2 06-7-117 3/14/2007 529 B File

Cause: Struck by vehicle - While slowing at an intersection, Eng 2 was lightly struck by a civilian vehicle, which caused no damage

Truck 8 06-7-118 3/23/2007 623 B Bill

Cause: Struck by vehicle - While responding with red lights and siren, and entering an intersection on green light, Trk 8 was struck by a civilian vehicle

Engine 2 06-7-119 3/25/2007 529 A File

Cause: Misjudged clearance - While responding with red lights and siren, Eng 2 struck a stopped vehicle

Airport 06-7-120 3/27/2007 46 A File

Cause: Misjudged clearance - While responding with red lights and siren, Res 46 struck K-rail

EMS RC 6 06-7-121 3/27/2007 923 B Bill

Cause: Struck by vehicle - While transporting a patient to SFGH, RC 6 was struck from behind by another vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

8. PRESENTATION OF DEPARTMENT'S APPARATUS AND FLEET MAINTENANCE PROGRAM [Discussion]

Gary P. Massetani, Deputy Chief, Administration

Lorrie Kalos, Assistant Deputy Chief, Support Services, presented the report.

Chief Kalos provided an overview of the ambulances, Trucks, Engines, command and BFP vehicles, utility trucks and special apparatus, which includes vehicles for rescue squads, HazMat, CBRNE, utility vehicles and Mini Pumps, that make up the Department's fleet.

Chief Kalos supplied the following Department Standards: (1) Ambulances - 5 years on the front line with 49 front line units; (2) Aerial Ladder Trucks - 15 years on front line, 5 years as relief vehicle, with 19 front line units and 6 relief pieces; (3) Engines (Triple Combination Pumps) - 10 years on front line, 5 years as relief vehicle, with 42 front line units and 13 relief pieces;

Chief Kalos reviewed the automotive stock of 69 automobiles ranging in age from 4 to 24 years old: (1) 17 Field Command vehicles consisting of Crown Victorias, Blazers, Explorers, Tahoes, and Expeditions ranging in age from 6 to 12 years old; (2) 10 Command Staff vehicles consisting of Taurus' ranging in age from 7 to 11 years old; (3) 9 Headquarters staff vehicles consisting of Crown Victorias and Taurus' ranging in age from 9 to 22 years old; and (4) 32BFP vehicles consisting of Focus, Taurus, Contours and hybrid Hondas ranging in age from 1 to 16 years old.

Chief Kalos noted that the purchase price for an (1) ambulance was \$130,000 with a delivery time of 120 days; (2) Aerial Ladder truck was \$725,000 with a delivery time of 360 days; and (3) Engine was \$360,000 with a delivery time of 300 days

In closing, Chief Kalos stated that the budgeted amount for maintenance and repair for FY 2006-07 was \$3,105,099. The amount allocated to fire apparatus was \$2,179,137 and to ambulances \$385,855. The average labor cost for maintenance and repair was \$195,000 per month. The total cost of apparatus and automobile vehicles repair due to accidents was approximately \$270,100.

Discussion ensued with Commissioners asking questions and Chief Massetani and Chief Kalos responding.

Commissioner Conroy wished to know if there was a method to articulate in the budget process the amount of savings that would be realized by replacing vehicles on a more regular basis, and to quantify the amount of manhours and dollars that is being expended. Chief Massetani responded that the information has been compiled and provided to the Mayor's Budget Office and the Budget and Finance Committee and the Department has argued that the current method is not efficient.

Commissioner Conroy asked whether the NFPA standard of 15 years for Trucks and 10 years for Engines on the front line was an appropriate standard for a city such as San Francisco, where the apparatus is exposed to greater wear and tear than in other jurisdictions. Chief Massetani responded that the NFPA standard is not a mandate but a proposed standard. He added that the Department's downtown units, which run approximately 7,000 calls per year, are rotated to outlying companies which have fewer runs otherwise they could not withstand 10 or 15 years of front line service.

Furthermore, Commissioner Conroy wished to know if the Department had an official replacement program for Trucks and Engines, and if a piece of apparatus can pose a hazard to the public or to members if it is not in good shape.

Chief Massetani responded that the Department developed a replacement plan and submitted it to the city but the funding has been sporadic and has not met the Department's plan as outlined in Mr. Stacks' report, which had been submitted to the Commission at its last meeting. As far as presenting a hazard, all apparatus and vehicles undergo a Class A inspection yearly and would not be on the road if they did not pass.

Please note: A copy of Assistant Deputy Chief Kalos' presentation is attached.

PUBLIC COMMENT

Richard Stacks re-emphasized the importance of replacing safety/emergency equipment, and that if the replacement policy is to purchase four Engines and two Trucks every year, the necessity of it should be made very clear to the budget people at City Hall.

Michael Braun, Supervisor, General Shops, Fire Shop, assured the Commission that even though the majority of the fleet is 15 years old, the apparatus is safe and would not be on the street otherwise. Inspections are performed quarterly and the aerial trucks are inspected yearly by an outside company. He pointed out that with engines and aerial apparatus, mileage is not as important as engine hours, since when vehicles are at a fire the odometer is not working but the pumps are running and the aerial is working. Mr. Braun confirmed the need for rotating frontline engines from busy stations to outlying ones, otherwise they would be worn out in half their life expectancy.

10. ADJOURNMENT

There being no further business to come before the Commission, President Conroy adjourned the meeting at 8:35 p.m. in memory of the 101st anniversary of the great 1906 earthquake and fire.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



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Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 07 - 3

RECOMMENDING THAT THE BOARD OF SUPERVISORS APPROVE THE DONATION OF ONE OBSOLETE ENGINE TO THE CITY COLLEGE OF SAN FRANCISCO'S FIRE SCIENCES ACADEMY.

WHEREAS, City College of San Francisco is a leading educational institution for a Fire Sciences Program and teaches those who wish to be future firefighters; and,

WHEREAS, a large part of firefighter training is concerned with manipulative skills and the best way to learn those skills is to practice on actual equipment; and,

WHEREAS, firefighting equipment is expensive and difficult to obtain and the San Francisco Fire Department wishes to donate a retired vehicle for educational training purposes; and,

WHEREAS, vehicle 145-581, a Kenworth Pumper Engine, has been retired from service even as a relief piece; and,

WHEREAS, Engine 145-581 would serve as a teaching tool for pump drills and hose evolutions and City College would benefit from an actual engine on which to train its students; now, therefore, be it

RESOLVED, that the San Francisco Fire Department wishes to donate Engine 145-581 to the Fire Sciences Academy of the City College of San Francisco.

Adopted at the Regular Meeting of the San Francisco Fire Commission on April 26, 2007

Ayes: Conroy, Lau, Nakajo, Clarke, Makras

Tania Bauer, Commission Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

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SAN FRANCISCO FIRE COMMISSION

RESOLUTION 07 - 4

RECOMMENDING THAT THE BOARD OF SUPERVISORS APPROVE THE DONATION OF ONE OBSOLETE AMBULANCE TO THE CITY COLLEGE OF SAN FRANCISCO'S PARAMEDIC ACADEMY.

WHEREAS, City College of San Francisco is a leading educational institution for Emergency Medical Services Program and teaches those who wish to be future Emergency Medical Technicians and Paramedics; and,

WHEREAS, a large part of Emergency Medical Services training is concerned with manipulative skills and the best way to learn those skills is to practice on actual equipment; and,

WHEREAS, Emergency Medical Services equipment is expensive and difficult to obtain and the San Francisco Fire Department wishes to donate a retired vehicle for educational training purposes; and,

WHEREAS, vehicle 145-716, a Chevrolet Ambulance, has been retired from service even as a relief piece; and,

WHEREAS, Ambulance 145-716 would serve as a teaching tool for patient assessment, loading and treatment and City College would benefit from an actual ambulance on which to train its students; now, therefore, be it

RESOLVED, that the San Francisco Fire Department wishes to donate Ambulance 145-716 to the Emergency Medical Services Academy of the City College of San Francisco.

Adopted at the Regular Meeting of the San Francisco Fire Commission on April 26, 2007


Ayes: Conroy, Lau, Nakajo, Clarke, Makras

Tania Bauer, Commission Secretary



San Francisco Fire Department

Fleet Presentation
April 26, 2007



Overview

- Ambulances
- Aerial Ladder Trucks / Trucks
- Triple Combination Pumpers / Engines
- Automotive Vehicles / Command & BFP
- Specialized Apparatus / Rescue Squads,
HazMat, CBRNE, Utility, Mini Pumpers
- Utility Trucks

Ambulance



Department Standard

- 5 years on front line
- 49 front line units

Ambulance

Model Year	Rolling Stock
2006	4
2005	4
2003	12
2001	5
2000	3
1999	7
1995	8
1994	2
1992	2
1990	2
Totals	49

Aerial Ladder Trucks



Department Standard

- 15 years on front line
- 5 years as relief vehicle

- 19 front line units
- 6 relief pieces
- 27 approved units

Aerial Ladder Truck / Aerial

Model Year	Front Line	Relief Piece
2003	1	
2002	1	
2000	2	
1999	3	
1998	4	
1995	2	
1994	1	1
1992	2	
1991	2	
1990	1	2
1989		1
1988		2
Totals	19	6

Aerial Ladder Truck

- FY 06/07 purchasing 3
- The Department needs to purchase 2 per year to meet Department standard.

Triple Combination Pumper / Engine



Department Standard

- 10 years on front line
- 5 years as relief vehicle
- 42 front line units
- 13 relief pieces
- 57 approved units

Triple Combination Pumper / Engine

Model Year	Front Line	Relief Piece
2001 - 2005	18	
1998 - 1999	14	
1990 - 1994	10	12
1988		1
Totals	42	13

Triple Combination Pumper / Engine

- FY 06/07 purchasing 4
- The Department needs to purchase 4 per year to meet Department Standard.

Specialized Apparatus

- Rescue Squads
- Incident Command Vehicle
- HazMat
- CBRNE
- Utility Units (Lighting & Foam Units)
- Mini Pumpers
- AWSS Utility Trucks

Automotive Stock

- 17 Field Command Vehicles -
Crown Victoria, Expeditions, Explorers, Tahoes, Suburbans
and a Blazer ranging in age from 6 to 12 years old.
- 10 Command Staff Vehicles -
Taurus ranging in age from 7 to 11 years old.
Chief of Department's vehicle is a 2007 Hybrid Ford Escape
- 9 HQ Staff -
Crown Victoria and Taurus ranging in age from 9 to 22
years old
- 32 Bureau of Fire Prevention Vehicles –
Focus, Taurus, Contour and Hybrid Honda ranging in age
from 1 to 16 years old.
- Overall 69 Automobiles ranging from 4 to 24 years old.

Purchase Price of Apparatus

■ Ambulance	\$130,000
■ Aerial Ladder Truck	\$725,000
■ Engine	\$360,000

Delivery Time from Award of Contract

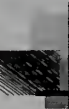
■ Ambulance	120 days
■ Aerial	360 days
■ Engine	300 days

Maintenance and Repair

- \$3,105,099 budgeted FY06/07
- \$2,659,747 expended thru 3/07
- \$2,179,137 Fire Apparatus
- \$ 385,855 Ambulances
- \$ 7,335 Facilities
- \$ 8,593 BOE
- \$ 64,203 Fire Electric Shop
- \$ 14,624 Fuel Charges
- Average labor \$ 195,000 per month
- Ambulances \$385,855
- Aerial Ladder Trucks \$386,704
- Engines \$807,579
- Special Apparatus \$ 37,491
- Trucks \$ 26,479
- Utility Vehicles \$ 26,758
- Automobiles \$ 95,590
- Pickup Trucks \$ 13,963
- SUV - Suppression \$ 69,259
- Van \$ 28,457
- Boats (Small Craft) \$ 17,188

Apparatus Maintenance Standard

- Service (Oil and Lube)
Every 200 engine hours
- Class A Inspections
Quarterly
- Aerial Inspections
Annually



Motor Vehicle Accidents Repair Expenses FY 06/07

■ Ambulances	\$ 49,725
■ Aerials	\$ 52,055
■ Engines	\$152,105
■ Automobiles	\$ 9,920
■ SUVs	\$ 6,553
■ Vans	\$ 820



Apparatus & Equipment Committee

- Currently reviewing engine specification for FY06/07 purchase.
- Reviewing and editing ambulance specifications.
- Will be reviewing specification for all future apparatus and equipment.

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



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698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
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Tania Bauer, *Secretary*

No. 07-20

FIRE COMMISSION REGULAR MEETING
Thursday – May 10, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Chief of Department	Joanne Hayes-White
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11:30 a.m. msf
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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meeting of April 26, 2007, and Special Meeting of April 26, 2007 (4:00 p.m.).

Action to be taken: Approval of the minutes

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(April 18, 2007 through May 3, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Andres Chowanczak, assistant to Fire Marshal, Buenos Aires, asking for information about hospital fires and evacuation methods for Intensive Care Units. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sof@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

2. From Barry Dermot, Director, South Australian Fire and Emergency Services Commission, requesting a copy of policies related to mixed staff of volunteers and employees. Copy: Commissioners and Chief of Department.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Pat Young, commending Firefighter/Paramedic Petra Johnson for her courteous and professional behavior at an incident where an elderly person had fallen. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Jane Kleinman, previous ER/Trauma/Flight nurse and EMS County Director, commending the members of Rescue 91 and Rescue 93 for exceptional pre-hospital work in saving the life of a patient at SFO. Copy: Commissioners, Chief of Department, Deputy Chief, Operations, and EMS Chief.

5. FIRE COMMISSION RESOLUTION 07-5 *[Action]*

Discussion and possible adoption of Resolution No. 07-5, establishing a replacement program for Department Aerial Ladder Trucks, Triple Combination Pumper/Engines, Ambulances, and Command Vehicles.

Action to be taken: Adoption of resolution

6. PRESENTATION ON FACILITIES MAINTENANCE AND CAPITAL IMPROVEMENTS *[Discussion]*

Gary P. Massetani, Deputy Chief, Administration

7. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including a discussion of the current budget and FY 2007-08 budget, and updates on Divisions within the Department.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period April 11 through May 8, 2007.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 7 through April 20, 2007.

b. Employee Actions

Reporting that the following employees have passed probation:

H2 Firefighter

<i>Name</i>	<i>Effective Date</i>
Jeremy J. Silva	Dec. 24, 2006
Michael A. Teupel	Dec. 24, 2006

Erik R. Zammarchi	Dec. 26, 2006
Dave B. DeJesus	Dec. 27, 2006
Eric C. Kwan	Dec. 27, 2006
Brian D. Barden	Jan. 05, 2007
Luke R. Michaelis	Jan. 10, 2007

c. Retirement

Communication received from Retirement Board indicating the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Ballard, Mario S.	H32 Captain, Div. FP&I	Service	Apr. 21, 2007

(Retirement Certificate will be presented at Fire Commission Meeting of Jun. 28, 2007)

d. Leave

Reporting leave of absence with pay for Captain Robert Kuzma, EMS Division, for two days, May 9 through May 10, 2007, in order to speak at the round table symposium, providing key technology perspective affecting interoperable communications for the Fire and EMS service. The symposium will be held in Washington, D.C., by the Department of Homeland Security Directorate's Office for Interoperability and Compatibility (OIC). Transportation, lodging, and per-diem expenses will be paid by OIC. Captain Kuzma will not be replaced.

e. Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard MSGT	H3 FF/PM	04-30-07 thru 05-04-07	5	US Air Force Res. Travis AFB, CA	Attend Annual Training

8. ADJOURNMENT

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:

**May 10, 2007**

No. 07-20

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday, May 10, 2007– 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:05 p.m.

Item No.

1. **ON ROLL CALL**, the following were noted present:

President Paul A. Conroy
Vice President George Lau
Commissioner Stephen A. Nakajo
Commissioner Victor Makras

Commissioner Clem Clarke was excused due to illness.

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Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Peter Howes	Division of Emergency Medical Services
Barbara A. Schultheis	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

James A. Barden	Division 2
Vincent J. Nolan	Division 3 (Acting)

2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of April 26, 2007, and Special Meeting of April 26, 2007 (4:00 p.m.).

Commissioner Lau moved and Commissioner Nakajo seconded. There were no questions or discussion and the minutes were approved as presented by a vote of 4-0.
(Conroy, Lau, Nakajo, Makras)

4. COMMUNICATIONS RECEIVED BY COMMISSION *[Discussion]*

(April 18, 2007 through May 3, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Andres Chowanczak, assistant to Fire Marshal, Buenos Aires, asking for information about hospital fires and evacuation methods for Intensive Care Units. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.
2. From Barry Dermot, Director, South Australian Fire and Emergency Services Commission, requesting a copy of policies related to mixed staff of volunteers and employees. Copy: Commissioners and Chief of Department.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Pat Young, commending Firefighter/Paramedic Petra Johnson for her courteous and professional behavior at an incident where an elderly person had fallen. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Jane Kleinman, previous ER/Trauma/Flight nurse and EMS County Director, commending the members of Rescue 91 and Rescue 93 for exceptional pre-hospital work in saving the life of a patient at SFO. Copy: Commissioners, Chief of Department, Deputy Chief, Operations, and EMS Chief.

There was no public comment.

5. FIRE COMMISSION RESOLUTION 07-5 *[Action]*

Discussion and possible adoption of Resolution No. 07-5, establishing a replacement program for Department Aerial Ladder Trucks, Triple Combination Pumper/Engines, Ambulances, and Command Vehicles.

A lengthy discussion ensued regarding revisions to Resolution 07-5. It was decided to amend the Resolution and continue the item to the meeting of May 24, 2007.

PUBLIC COMMENT

Richard Stacks commended the Commission for considering this Resolution and Deputy City Attorney Porter for drafting an excellent document. He suggested that front line Truck replacement should be lowered from 15 years to 12 years. Mr. Stacks added that the New York Fire Department has started replacing front line Trucks and Engines after 8 years.

6. PRESENTATION ON FACILITIES MAINTENANCE AND CAPITAL IMPROVEMENTS *[Discussion]*

Gary P. Massetani, Deputy Chief, Administration, presented the report.

Chief Massetani displayed a map of the city with all fire stations indicated. He explained that when stations undergo repair or renovation, the Department's response times must be always considered. He indicated that currently the Department is responsible for 667,000 square feet of property consisting primarily of fire stations, with the Division of Training occupying approximately 30% of it.

Chief Massetani showed a graph that indicated in which decade stations were constructed. Many stations were constructed in 1910, after the earthquake of 1906, as well as in the 1950s, which coincided with large bond issues in those years. He explained that in capital planning schedules,

roofs and windows should be replaced after 25 years and plumbing after 50 years. Many of the Department's properties built in the 1950s are long overdue for those types of replacements.

Chief Massetani proceeded to show slides of various stations as examples of the condition of certain Department facilities and the types of repairs needed. The Department's repair costs for the current fiscal year are \$778,000 and will be over \$1 million by June 30, 2007, considerably exceed the allocated budget amount. He pointed out that in 1999, the Department was budgeted approximately \$1 million, by current prices this should be \$1.3 million, but in 2000 the budgeted amount was reduced to \$450,000, and then to \$400,000, and has remained there. Over the years, this reduced funding has caused a shortfall for facilities repair and maintenance of \$6.5 million. The Department is requesting \$8 million for FY 2007-08 to catch up.

The Department has developed a facilities strategy consisting of: (1) comprehensive survey of all fire stations and an assessment of the various types of funding that could be available; (2) development of specifications for all future projects so that material failures could be lessened; (3) development of a database for maintenance programs for more timely and effective tracking; and (4) prioritization system for all projects focused on structural issues, boilers, heater distribution, water intrusion, effects on health and safety, generators and general surfaces.

Please note: A copy of Chief Massetani's Facilities Update presentation is attached and also posted on the Commission website's home page www.sfgov.org/fire_commision

Commissioners commended Chief Massetani on his excellent presentation and discussion ensued, with Commissioners asking questions and Chief Massetani responding.

Commissioner Makras noted that he was pleased that the Department had requested \$8 million for repairs and renovation. He suggested that the Commission consider a Resolution similar to the one prepared for Fleet Replacement. Commissioner Makras believed this proposal would be consistent with the direction the Commission has taken by considering a Fleet Replacement Resolution and a proposed Resolution dealing with Facilities Maintenance and Improvements and he considers this to be good public policy.

Commissioner Nakajo declared that he can fully support such a Resolution since it provides dollar figures for fixing the sad shape the Department's facilities are in and serves as a good educational piece.

Commissioner Lau believed what was needed was a list of the most urgent situations, that is, which ten facilities needed to be worked on immediately, in order to get the funding. Chief Massetani believed a better way would be to cite the ten most needed projects and not so much facilities because, for instance, the 30 shower pans that are failing are located in 15 to 20 different stations.

Commissioner Lau continued that should the Department get the full \$2.5 million it needs for repairs, it is paramount that an implementation plan be in place, including identifying the people to work on the projects. Chief Massetani responded that the Department had considered this and planned to have three to four major contractors responsible for 30 shower pan contracts.

Commissioner Conroy wished clarification of what repairs were included in the \$2.5 million that the Department was requesting and what was entailed in the \$8 million request. Chief Massetani responded that all funding would come from the Capital Budget Committee. The \$8 million was for replacement and renewals and included such items as exterior painting, interior painting, complete roof replacement, complete interior painting of all buildings, replacement of windows, replacement of doors, replacement of skylights, replacement of electrical systems that are failing, plumbing assemblies and HVAC systems.

Commissioner Conroy wished to know if the \$2.5 million request could be characterized as an emergency measure to meet health and safety issues. Both Chief Hayes-White and Chief Massetani agreed that they were critical. Commissioner Conroy wished to know what had been requested for maintenance and repairs and what it consisted of. Chief Massetani responded that the Department had projected that it would need at least \$700,000 but is actually projecting a need for \$1 million to fix drains, fix toilets, repair broken windows, replace door knobs and maintain extractors. He added that the Mayor's Budget Office had offered only \$420,000 - a less than 10% increase from the funds budgeted in the current year.

In closing, Commissioner Conroy agreed with Commissioner Makras that the Commission should clearly state its case for what is financially needed to get the job done. He stated that he plans to be at City Hall advocating for the Department's needs and he believed other Commissioners would also do so. Commissioner Conroy added that a long-range facilities maintenance plan would be advisable, so that the Commission would be engaged in this issue, as the Department moves forward.

PUBLIC COMMENT

Richard Stacks agreed that taking a business-like approach to establish the Department's needs for maintenance of its facilities over a longer period of time is of paramount importance. He suggested a possible short term solution through a sale/lease-back of the Evans Street facility used by the BOE and EMS operations to deal with immediate emergency requirements.

Tom O'Connor, Treasurer, San Francisco Firefighters Local 798, suggested that a possible solution to the deplorable condition of many firehouses is to ask for a bond measure to be placed on the ballot. He noted that the Department's share from the General Fund had barely increased in ten years, and there had been staff cuts and fire house closures and yet the Department's run volume and efficiency had gone up fivefold.

7. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including a discussion of the current budget, and updates on Divisions within the Department, including Administration and Operations.

FY 2007-08 Budget - Chief Hayes-White and Chief Massetani have met with the Mayor's Budget Director and agreement has not been reached on all items. A 3% reduction had been requested from the baseline budget of last year but the Department is holding firm that it no longer can take any reductions. The Department will appear before the Board's Budget and Finance Committee on June 20th and June 27th - both times in the afternoon.

H30 Examination - The Civil Service Commission met on May 7 to consider a request by the Lawyers' Committee for Civil Rights for a stay of the H30 exam process. With only three members of the Commission present, a vote for the stay did not pass and neither did a vote not to post the list.

Because the Department was not prevented from moving forward, Chief Hayes-White and DHR plan to post the eligible list on Monday, May 14th. She stated that the candidates took the test seriously and all 109 met the required knowledge, skills and abilities, and therefore all met the minimum requirements and passed. The Department will be sending out letters on Friday, May 11th, informing candidates of their scores. There will be a 5-business day inspection period of the list and then the Department will ask the DHR Director to certify the list. When the list is certified, the eligible list will revert back to Chief Hayes-White and she will be able to make appointments. Chief Hayes-White plans to fill all of the open requisitions, approximately 55 to 60 of them, in terms of promotions.

H3 Level 1 EMT - An eligible list has been produced and has been posted for three days. The Department is requesting that DHR adopt the list and will be sending out letters on May 14th to notify 40 candidates - 26 for positions and 14 alternates - of their acceptance. Classes at the Academy should start June 18th or 25th. The Department is pleased with the results of the process, which moves the EMS Reconfiguration further forward and is pleased with the list, which reflects the diversity of the community.

EMSReconfiguration - The Department deactivated two more 24-hour ambulances, namely, Medic 32 by Holly Park and Medic 29 on Vermont by the freeway off-ramp. Dynamically deployed ambulances will cover the area. The Department is monitoring call volume and posting locations daily and performing day-to-day analysis on the data.

Local 798 MOU - Negotiations are proceeding with numerous meetings scheduled through end of May. Chief Casserly and Chief Schultheis are representing the Department but actual negotiations

are between Local 798 and representatives from the Department of Human Resources. She noted that a briefing for the Commission of the progress of the negotiations has been scheduled for May 24th, 4:30 PM.

In closing, Chief Hayes-White wished to acknowledge and commend a member of the public, namely, Richard Stacks, who has been a great resource for the Department. He has come forward with excellent ideas and provided the Department with data and documentation that can be used to support the Department's cause in these difficult budgetary times. Chief Hayes-White expressed her gratitude to all interested members of the public who have come forward with excellent ideas that they have spent time developing.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

Commissioner Nakajo wished clarification of the vote taken, or not taken, by the Civil Service Commission at their May 7th meeting. Deputy City Attorney Porter responded that for the upcoming May 21st hearing, the Commission had consolidated several actions related to the H30 exam, namely, the Lawyers' Committees request for a stay and three appeals. If the Commission did stay the H30 proceedings, the exam process would stop moving forward at that time. Time wise, because the tentative list would be posted May 14 and the inspection period lasted five business days, there was not time for the inspection period to end and the DHR Director to certify the list before the Commission meeting on May 21st.

Commissioner Nakajo referred to his previous comment that Commissioner Lau and he were trying to encourage Asian Firefighters to study, train and apply for officer positions in the Department. He noted that Asian/Pacific Islanders seemed to be underrepresented in the officer ranks.

Chief Hayes-White responded that she is very committed to having a workforce, throughout all the ranks, that is reflective of the community that the Department serves. She added that she was very pleased with the recent H3 Level 1 EMT applicant pool since it seemed to truly reflect a cross section of the diversity of this city.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period April 11 through May 8, 2007.

Richard Kochevar, Deputy Chief, Operations, reported on overall operations during the period April 11, 2007 through May 8, 2007. There were three greater alarms: (1) April 17, 2007, 3rd alarm at 556 Central, 2-story residential with extension to exposures at 560/562 Central, no injuries; (2) April 23, 2007, 2nd alarm at 1048 Howard street, 2-story commercial warehouse, no injuries; and (3) April 29, 2007, 2nd alarm at 312 Church Street, 3-story residential, no injuries.

NERT Drill - Deputy Chief Kochevar attended the NERT Drill on April 21st at Marina Middle School to observe the training and assessment of the NERT volunteers in a comprehensive atmosphere. Commissioners Conroy and Lau were also in attendance.

Bay Rescue – While off duty, Lieutenant Kyle Merkins assisted with a bay rescue on a ferry boat in the North Bay. He helped with the successful retrieval of an individual from the bay and with the care of the patient.

EMS - There were three instances of medicals saves by members on medical calls: (1) Cardiac arrest - Medic 87, Engine 5 and Truck 5; (2) Cardiac Arrest - Engine 11, Engine 24, Medic 85 and PM Captain Wong; and (3) v-fib and shock (cardiac) - Engine 39, Engine 24, Medic 11 and PM Captain Cavanaugh. More detailed information is available in the Operations Report.

Representatives from the EMS Division and Special Operations continue to work in cooperation with multiple City agencies in preparation for the crowds attending the upcoming Major League Baseball All Star game occurring in the first week in July.

Division of Fire Prevention and Investigation - Normal activities continue, including building inspection, plan review, permit issuance, and code enforcement. (1) The Senior Home Safety Program continues to expand and is reaching ever more seniors. (2) Fire Marshal Schultheis continues to meet with other City agencies in trying to prevent the use of illegal fireworks on the 4th of July. The strategy will be to have street closures and more public education on the danger of fireworks. (3) BFP is moving forward with a new system for access to key box called "TRACcess" by GE Securities.

Special Operations - Work continues with different branches of the State in preparation for various training. Drills are scheduled at either the Transamerica or the Bank of America building with HazMat units and the 101st Civil Support Team.

In closing, Chief Kochevar commended the MIS unit and Jesus Mora for developing computerized forms that assist field units in developing reports online. NFIRS (National Fire Incident Reporting System) reports can also be tracked online for prompt completion by officers. He commended Division 2, specifically Battalion 1, for the highest percentage of closed reports.

Chief Kochevar noted that the Tri-Annual inspections are starting and invited Commissioners to come along on one. These are inspections of every station in the City, by battalion, and are performed by the Division Chiefs.

Commissioner Lau wished further clarification on the Tri-Annual inspections. Chief Kochevar responded that the Tri-Annuals occur three times a year, with a Division Chief going to a station, along with a Rescue Captain and a Battalion Chief, and conducting a full inspection of its personnel, equipment and the actual station. Dr. Sporer and Chief Howes are planning to attend

and inspect the ambulances and the medics.

There was no public comment.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 7 through April 20, 2007.

b. Employee Actions

Reporting that the following employees have passed probations:

H2 Firefighter

<i>Name</i>	<i>Effective Date</i>
Jeremy J. Silva	Dec. 24, 2006
Michael A. Teupel	Dec. 24, 2006
Erik R. Zammarchi	Dec. 26, 2006
Dave B. DeJesus	Dec. 27, 2006
Eric C. Kwan	Dec. 27, 2006
Brian D. Barden	Jan. 05, 2007
Luke R. Michaelis	Jan. 10, 2007

c. Retirement

Communication received from Retirement Board indicating the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Ballard, Mario S.	H32 Captain, Div. FP&I	Service	Apr. 21, 2007
<i>(Retirement Certificate will be presented at Fire Commission Meeting of Jun. 28, 2007)</i>			

d. Leave

Reporting leave of absence with pay for Captain Robert Kuzma, EMS Division, for two days, May 9 through May 10, 2007, in order to speak at the round table symposium providing key technology

perspective affecting interoperable communications for the Fire and EMS service. The symposium will be held in Washington, D.C., by the Department of Homeland Security Directorate's Office for Interoperability and Compatibility (OIC). Transportation, lodging, and per-diem expenses will be paid by OIC. Captain Kuzma will not be replaced.

e. **Military Leave**

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard MSGT	H3 FF/PM	04-30-07 thru 05-04-07	5	US Air Force Res. Travis AFB, CA	Attend Annual Training

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

8. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:55 p.m.

Tania Bauer
Secretary



MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, May 24, 2007 – 4:30 PM

698 Second Street, Room 221, San Francisco, California, 94107

Item
No.

1. On ROLL CALL, the following were present:

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President	Paul A. Conroy
Vice President	George Lau
Commissioner	Clem Clarke
Commissioner	Victor Makras

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Commissioner Stephen A. Nakajo was excused (Notified Absence)

Also Present

Joanne Hayes-White, Chief of Department
Gary Massetani, Deputy Chief, Administration
Katharine Porter, Deputy City Attorney, Government Team, Counsel to the
Department

2. CONFERENCE WITH LABOR NEGOTIATORS – COLLECTIVE BARGAINING
[Discussion and Possible Action]

Report from the City's designated labor negotiations representatives (Micki Callahan, Employee Relations Director, Department of Human Resources, and Martin Gran, Deputy City Attorney) and from Joanne Hayes-White, Chief of Department, on current labor negotiations regarding a successor Memorandum of Understanding between the City and County of San Francisco and the San Francisco Fire Fighters Union, Local 798, and possible action by the Commission regarding labor negotiations.

This report may be heard in Closed Session pursuant to Government Code Section 54957.6 and San Francisco Administrative Code Section 67.10(e).

a. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the report on labor negotiations or whether to hold the meeting on the report in closed session.

There was no public comment

b. Vote on whether to hold the meeting in closed session. *[Action]*

Commissioner Lau moved for closed session and Commissioner Makras seconded. The motion was unanimously approved (4-0). The Commission went into closed session at 4:45 PM.

c. **Report on and possible action regarding labor negotiations** (in open or closed session, per the Commission's vote). ***[Discussion and Possible Action]***

The Commission took not action regarding labor negotiations.

d. **If closed session is held, reconvene in open session.**

The Commission reconvened in open session at 5:55 PM

e. **Vote to elect whether to disclose any or all closed session discussions under Administrative Code Section 67.12(a).** ***[Action]***

Commissioner Lau moved not to disclose any discussion held in closed session and Commissioner Clarke seconded. The motion was unanimously approved (4-0).

3. ADJOURNMENT

The meeting was adjourned at 5:55 PM.

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-21

FIRE COMMISSION REGULAR MEETING
Thursday – May 24, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Chief of Department	Joanne Hayes-White
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11:10 a.m. *msf*
DOCUMENTS DEPT.

MAY 21 2007

2. RETIREMENT CERTIFICATES [Discussion]

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Reporting Awards of Honorable Service to the following members:

	Type of Retirement	Yrs. of Service	Retirement Date
Battalion Chief Edward A. Liggins	Service	33	Apr. 05, 2007
FF/PM Russell Richards	Service	23-1/2	Feb. 24, 2007

3. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

4. APPROVAL OF THE MINUTES [Action]

Regular Meeting of May 10, 2007.

Action to be taken: Approval of the minutes

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sof@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(May 3, 2007, through May 17, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From A Wayne Ramsey, Tenant, informing the Commission of a shopping cart blocking a 2nd floor fire exit of the building he occupies. Copy: Commissioners, Chief of Department, and Fire Marshal.
2. From Jim Beaumont, Ontario, Canada, following up on his request for a copy of the Fire Department's FY 2004-05 Annual Report for his archives. Copy: Commissioners, Chief of Department and Public Information Officer.
3. From the following students in the Fire Science 50 Class at City College of San Francisco, thanking the Department and the members of Station 15 for their recent visit to and tour of Station 15: Steve Monty, Patrick Matza, Greg Wong, Shaun Chung, Douglas Diaz, Cathy Lomeli, Reinalyn Duma, Wesley Laliva, Steven Tortorelli, Mark Carili, and Travis Cintron.
4. From Russell Richards, retired H3 Firefighter/Paramedic, raising issues regarding his Workers Compensation claim. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Robert Kenneth, thanking the Department and the members of Station 14 for their courtesy and kindness in assisting his wife. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

6. SPECIAL PRESENTATION – SCOMA'S RESTAURANT [Discussion]

Chief of Department and members of Station 35 wish to acknowledge and thank Scoma's Restaurant for their generous donation of eight Mustang survival floatation jackets for the Fireboats.

7. FIRE COMMISSION RESOLUTION 07-5 [Action]
(Continued from Meeting of 05-10-07)

Discussion and possible adoption of Resolution No. 07-5, establishing a replacement program for Department Aerial Ladder Trucks, Triple Combination Pumper/Engines, Ambulances, Heavy Rescue Vehicles and Command Vehicles.

Action to be taken: Adoption of resolution

8. FIRE COMMISSION RESOLUTION 07-6 [Action]

Discussion and possible adoption of Resolution No. 07-6, establishing a Plan and requesting funding for Maintenance and Repair of San Francisco Fire Department Facilities.

Action to be taken: Adoption of resolution

9. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events; budget issues; Divisions within the Department; the EMS Reconfiguration, and an update on the H30 Captain process

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and the proposed FY 2007-2008 Budget, and updates on Administrative Divisions.

PERSONNEL REPORTS

a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during April 2007.

b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during April 2007.

c. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 21 through May 4, 2007.

d. Employee Actions

Reporting that the following employees have passed probations:

H2 Firefighter

<i>Name</i>	<i>Effective Date</i>
D'Amico, David T.	Oct. 26, 2006
Wakefield, Jana F.	Nov. 14, 2006
McCloskey, Daniel P.	Dec. 26, 2006
Gutierrez, Timothy L.	Apr. 15, 2007
Untalan, James D.	Apr. 25, 2007

Reporting that the following employee has passed probation effective *APRIL 21, 2007*:

1246 Principal Personnel Analyst

David B. Johnson

e. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Jones, Michael	H40 Battalion Chief	Service	May 05, 2007
Dolan, Gary E.	H20 Lieutenant	Service	May 05, 2007
Hallgren, Charles E.	H20 Lieutenant	Service	Apr. 25, 2007
Matli, Richard J.	H20 Lieutenant	Service	Apr. 26, 2007
Oliver, Adolph D.	H20 Lieutenant	Service	May 05, 2007
Ramirez, J. Louis	H20 Lieutenant	Service	May 05, 2007
Saribalis, George A.	H20 Lieutenant	Service	May 05, 2007

(Retirement Certificates will be presented at Fire Commission Meeting of June 28, 2007)

f. Resignation

Reporting resignation of H3 Firefighter/Paramedic Damon O'Brien, effective May 15, 2007.
(Approximate length of service – 6-1/2 years.)

g. Leaves

Reporting leave of absence with pay for Assistant Deputy Chief Pete Howes, for three days, May 14 through May 16, 2007, in order to attend the Western Regions Metropolitan Medical Response System meeting in Seattle, Washington. There is no cost to the Department for this trip. All expenses will be paid through the Department of Emergency Management, Division of Emergency Services. Assistant Deputy Chief Howes will not be replaced.

Reporting leave of absence with pay for Acting Battalion Chief David Franklin, Special Operations, for two days, May 10 through May 11, 2007, in order to meet and consult with the Special Operations Command staff of New York City Fire Department (FDNY) and tour the FDNY training center and their "Rescue School" that trains FDNY members in technical rescue operations. Acting Battalion Chief Franklin will cover the costs for travel and lodging. He will not be replaced.

Reporting leaves of absence with pay for the time period from January 2007 through July 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1220 Payroll Clerk	19
1	7388 Utility Plumber	21
10	H2 Firefighter	426
2	H3 Firefighter/Paramedic	46
1	H10 Incident Support Specialist	18
3	H20 Lieutenant	31
	Total Number of Days with Pay	561

Reporting intermittent leaves with pay for the time period from April 2007 through July 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Apr 5, 2007 – Apr 4, 2008
1	H2 Firefighter	July 3, 2007 – July 2, 2008
1	H2 Firefighter	Apr 6, 2007 – Dec 31, 2007
1	H2 Firefighter	July 9, 2007 – April 12, 2008
1	H2 Firefighter	Jun 24, 2007 – Jun 23, 2008
1	H3 Firefighter/Paramedic	May 12, 2007–May 11, 2008
1	H6 Investigator	Apr 26, 2007 – Apr 25, 2008
1	H30 Captain	May 1, 2007 – April 30, 2008

Reporting leaves of absence without pay for the time period from March 2007 through July 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
2	H2 Firefighter	146
2	H3 Paramedic	114
	Total number of Days w/o Pay	260

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 22	06-7-100	2/13/2007	747	A	File
Cause:	Driver inattention - While backing into quarters, Medic 22 struck apparatus door that had not completely opened; no spotters were posted				
Medic 38	06-7-102	2/18/2007	744	A	File
Cause:	Driver inattention to responsibilities - While backing up and failing to use a spotter, Medic 38 struck a parked civilian vehicle				
Truck 9	06-7-122	3/13/2007	618	A	File
Cause:	Misjudged clearance by tiller - While conducting tiller training and turning right, the trailer of Trk 9 struck a parked civilian vehicle				
Medic 74	06-7-123	3/23/2007	737	C	File
Cause:	Misjudged clearance - While turning left, Medic 74 struck a civilian vehicle coming from the opposite direction				
Medic 14	06-7-124	3/25/2007	719	B	File
Cause:	Struck by vehicle (hit and run) - While responding with red lights and siren, and turning left into a driveway, Medic 14 was struck by a civilian vehicle attempting to pass				
Engine 41	06-7-125	3/27/2007	558	B	Bill
Cause:	Struck by vehicle - While parked, Eng 41 side view mirror was struck by a passing National Park Service vehicle				
Medic 72	06-7-126	3/28/2007	751	B	File
Cause:	Struck by vehicle - While transporting patient to hospital, Medic 72 was struck by a civilian vehicle				
Engine 34	06-7-127	4/4/2007	534	A	File
Cause:	Driver inattention - While attempting a three-point turn, Eng 34 struck a parked civilian vehicle; driver did not respond to spotter				

Engine 19 06-7-128 3/31/2007 530 A File

Cause: Misjudged clearance - While responding with red lights and siren, Eng 19 struck a civilian vehicle while turning into a parking lot

Engine 1 06-7-129 4/3/2007 555 A File

Cause: Driver inattention to responsibilities - Eng 1 was double parked with cab tilted up, as Eng 1 halogen spotlight was hit by the retractable trolley guy wire of a passing Muni trolley

Engine 32 06-7-130 4/11/2007 541 A File

Cause: Misjudged clearance - While traveling down a narrow alley, Eng 32 grazed the side of a building

Medic 88 06-7-131 4/12/2007 764 B Bill

Cause: Struck by vehicle - While parked at emergency bay at Davies Medical Center, Medic 88 was struck by another ambulance

Engine 8 06-7-132 4/17/2007 543 B File

Cause: Struck by vehicle (hit and run) - While stopped at an incident, Eng 8 was struck by a civilian vehicle going in the opposite direction

Engine 9 06-7-133 4/19/2007 525 B Bill

Cause: Struck by vehicle - While parked at a medical incident, Eng 9 side view mirror was struck and damaged by a Ryder rental truck

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

10. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco

Gavin Newsom, Mayor



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*
No. 07-21

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – May 24, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:10 p.m.

DOCUMENTS DEPT.

Item No.

1. **ON ROLL CALL**, the following were noted present:

JUL 09 2007

President
Vice President
Commissioner
Commissioner
Commissioner

Paul A. Conroy
George Lau
Stephen A. Nakajo
Clem Clarke
Victor Makras (left at 7:50 PM)

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Joanne M. Hayes-White
Richard E. Kochevar
Gary P. Massetani

Chief of Department
Deputy Chief, Operations
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:
Peter Howes
Barbara A. Schultheis
Thomas A. Siragusa
Robert Navarro

Division of Emergency Medical Services
Division of Fire Prevention & Investigation
Division of Training
Division of Homeland Security

Chief Officers – Field:
Johnny R. Lo
Frank T. Cardinale

Division 2
Division 3

EMS Officers:
Karl Sporer, M.D.

SFFD Medical Director

2. **RETIREMENT CERTIFICATES** *[Discussion]*

Reported Awards of Honorable Service to the following members:

	Type of Retirement	Years of Service	Retirement Date
Battalion Chief Edward A. Liggins	Service	33	Apr. 05, 2007
FF/PM Russell Richards	Service	23-1/2	Feb. 24, 2007

Joanne Hayes-White, Chief of Department, congratulated retired member Battalion Chief Liggins and presented him the Retirement Certificates. Chief Hayes-White recalled highlights of Battalion Chief Liggins' career, his assignments over the years, and his special contributions to the Department.

Retired Battalion Chief Liggins declared that he wished to thank his family for supporting him all the years he was in the fire service. He felt fortunate and proud to have been a San Francisco firefighter for 33 years and he considered the Department to be one of the best in the world and he was proud to have been part of it.

Firefighter/Paramedic Richards was unable to attend.

3. PUBLIC COMMENT

There was no public comment.

4. SPECIAL PRESENTATION – SCOMA'S RESTAURANT [Discussion]

(Item taken out of order)

Chief of Department and members of Station 35 wish to acknowledge and thank Scoma's Restaurant for their generous donation of eight Mustang survival floatation jackets for the Fireboats.

Chief Hayes-White asked for Captain Tom Doudiet and Lieutenant Jeff Colombini to join her in the presentation. Both officers were wearing the flotation jackets purchased with the donation from Scoma's Restaurant. Chief Hayes-White thanked Scoma's for their generosity, which they have displayed on previous occasions, and lauded Scoma's assistance with a much-needed purchase.

Steve Scarabosio, Executive Chef, Scoma's Restaurant, accepted the award in behalf of Scoma's and Tom Creedon, President, and former firefighter. He thanked the Department for the recognition glass plaque and noted that everyone at Scoma's greatly appreciated the work of the Fire Department.

5. CHIEF OF DEPARTMENT'S REPORT [Discussion]

(Item taken out of order)

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events; budget issues; Divisions within the Department; the EMS Reconfiguration, and an update on the H30 Captain process.

H30 Examination - Chief Hayes-White was pleased to report that the eligible list was posted on Monday, May 14, 2007, with the following week allotted as an inspection period. In addition, the four appeals before the Civil Service Commission were not upheld since that Commission did not find anything to halt the progression of the eligible list towards adoption or stay the whole H30 promotive process.

DHR (Department of Human Resources) anticipates that the list can be adopted in early June. Chief Hayes-White has requested that all candidates submit secondary criteria documentation. After her review, she will make some conditional offers in early June. A considerable amount of paperwork must still be processed and candidates must successfully pass a medical

examination. Chief Hayes-White plans to make a minimum of 55 permanent appointments in the first part of July. She anticipates that there will be about 150 to 160 assignment changes due to the domino effect of these appointments.

Chief Hayes-White noted that the Department plans to administer tests on a regular schedule with the H40 Battalion Chief and H20 Lieutenant tests slated for the coming fiscal year. In addition, the Department plans to start the H3 Level 1 academy on June 25th and notices have been sent of 40 candidates, of which 28 are front-line members and the rest would be alternates.

The Department has restructured its committees and workgroups and members have shown an interest in serving on such committees as the Accident Review Committee, the Aquatic Rescue Committee, the EMS Workgroup, the Hazardous Materials Committee, the Meritorious Committee, the Mutual Aid Committee, Transit Committee, the Hi-rise Committee and the Policies and Procedures Committee. The Department has selected Jose Vela as an H39 Training Captain to chair the Policies and Procedures Committee and to coordinate and finalize the revision of the Rules and Regulations. Once completed, they will be presented to senior members of the Department for review and then to the Commission.

Chief Hayes-White noted that it was EMS week and that she and other Department members attended the presentation of EMS awards by the Department of Public Health to three members of the Fire Department, namely, Lieutenant Beth Goudreau, Captain Eric Storey and Captain David Drabble.

Chief Hayes pointed out that the City's new 311 number has gone in effect, which centralizes all informational and service-related calls. As people become aware of the 311 number and begin to rely on it, it is hoped that there will be some relief of 911 calls. To this end, the Department needed to update its website and the new website will go live within the next 45 to 60 days.

Chief Hayes-White highlighted a number of Department activities, such as planning for the All Star Game in San Francisco and a change of venue for the Halloween Celebration previously in the Castro. She noted that there had been a third-alarm fire, with a fatality, and acknowledged the good work of firefighters and paramedics who had responded.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

Commissioner Conroy wished to know when the H40 Battalion Chief test would be given and if the 55 newly-appointed captains would be able to participate in it. Chief Hayes-White responded in the affirmative and stated that the test should be given some time in January or February of 2008.

Commissioner Lau was pleased that there finally was an H30 eligible list and wished to know why the appointments were not permanent. Chief Hayes-White explained that prior to a permanent appointment, a candidate had to complete certain paperwork and also pass a promotional physical (medical) examination, which includes drug and alcohol screening. She has extended conditional offers contingent on the satisfactory completion of this process.

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and the proposed FY 2007-2008 Budget, and updates on Administrative Divisions.

Gary Massetani, Deputy Chief, Administration presented the report.

FY 2006-07 Budget – Revenue is projected to be higher than anticipated and is at \$1.9 million. The Bureau of Fire Prevention's revenues will be 13% higher than projected and EMS revenues will be greater by \$1.3 million than in the original budget due to improved collections. Salary and line items expenditures continue to be under budget with a shortfall of \$200,000 due to overruns in facilities maintenance and vehicle repairs at Central Shops.

FY 2007-08 Budget – The Department's original budget proposal to the Mayor's Office was returned with approximately \$1.4 million in cuts. There was a reduction of \$575,000 for the battalion chief in District 5 and a reduction of NERT funding from \$420,000 to \$142,000, which reduces the number of classes from 60 to 45. The PPE (Personal Protective Equipment) request was reduced from \$795,000 to \$300,000. Full funding would have provided two new sets of PPEs for field personnel in four years.

The Capital Planning Committee has re-instated approximately \$200,000 of the cuts it made earlier. \$342,000 will also be provided for the repair of Station 1's apparatus floor; \$159,000 will be provided for the repair of boilers, even though the Department had requested \$400,000; and \$159,000 will be provided for new shower pans, even though the Department requested \$975,000. The Committee has allocated an additional \$25,000 for development of a planning process for maintenance of facilities and a maintenance tracking system.

Division of Training (DOT) – The H3 Level 1 academy will commence on June 25th with graduation planned for August 24th. 28 candidates are starting the academy of which 23 are males and five are females. There are 14 alternates of which 10 are males and four are females. Eight of the 28 primary candidates live in San Francisco and eight of the 14 alternates live in the San Francisco.

Starting on May 29th and going through July 17th, DOT will present Module 4 – Environmental and Behavior Emergencies, and Module 5 – Rapid Intervention Crews (RIC) and Mayday Procedures. The Commission is invited to observe these drills at the Treasure Island Training Facility.

NERT has provided 14 training sessions and a major drill, held at Marina Middle School on April 21st. The Department's Fire Reserves conducted four meetings over the past two months and a number of them have responded to greater alarms, where they assist with laying hose.

Support Services – AWSS performed routine maintenance and repair to 50 low-pressure hydrants. 24 new hydrants were installed as part of the on-going hydrant replacement plan.

Homeland Security – As part of the Homeland Security Initiative two members will be detailed – one to the State to the disaster resources and capabilities preparedness assessment, and the other to a federal project, the terrorist early warning group.

Planning and Research – MIS has completed the migration of PeopleSoft to all new servers in the Department. The EPCR project will be taken over by Jesus Mora since the project manager, Rescue Captain David Anderson, has taken a position in Austin, Texas, as an Assistant Chief in one of the largest third-party EMS provider organizations. Rescue Captain Anderson will be sorely missed for his contributions to the Department.

Human Resources – The unit has received eight applications for the full-time position of Department Physician. Five applicants meet the full criteria and the interview process should start within two or three weeks.

Physician's Office – The total number of work-related injuries is 31 for the month, with 15 in lost work time injuries and 16 with no work time lost.

Disability leave stands at 55 members as compared to 46 members at the same time in 2006 – a 19% increase.

Urinary Cancer Survey Program – A total of 1322 members were tested for the presence of the MP22 protein, with six positive results in males and two in females of 1135 active members. The data collection phase of the project is completed and the data is at UCSF for analysis and for establishment of a possible 20-year longitudinal study.

Investigative Services Bureau – Since September of 2006, 242 members have been tested under the random drug and alcohol testing program all with negative results. Background checks are being performed on all 28 of the H3 Level 1 candidates.

Discussion ensued with Commissioners asking questions and Chief Massetani and staff responding.

Commissioner Lau was concerned about the budget cuts by the Mayor's Office at this late stage in the budget process. He wished to know if the revenue surplus generated this year could be used to counter the cuts. He was also concerned about the cuts to the NERT program since it is so vital to the City in preparing itself for large scale emergencies, such as a big earthquake.

Chief Massetani responded that the surplus revenue can not be applied to the cuts. In fact, the Mayor's Office increased the revenue projection for EMS in the next fiscal year by \$1.3 million. Regarding NERT, the Mayor fully supports the program and the Department was surprised that there was a cut.

Commissioner Nakajo was disappointed to hear of the all the cuts to the proposed budget. He wished to know what the ramifications of the \$380,000 in cuts would be, especially the cuts to the H40 Battalion Chief and H20 Lieutenant tests.

Chief Massetani responded that primarily funds were cut from the administration of H2 Firefighter entrance examination test, that is, money was retained for the development of the test but not for its administration in FY 2007-08. The Department is proceeding with completing the development of both the H20 and the H40 examinations and plans to administer them in the coming fiscal year.

Commissioner Clarke wished to know if the Department had developed a coordinated strategy to lobby or do outreach to the Board of Supervisors and the Mayor, since the time was quickly approaching for final decisions.

Chief Massetani responded that between now and June 1st, each Department head had the opportunity to meet with the Mayor directly and discuss budget issues. From June 1st forward, when the full extent of the budget cuts is known, he, Julia Dawson and Chief Hayes-White will be approaching each member of the Board of Supervisors with justification for restoring the \$1.4 million to the Department.

Commissioner Conroy wished to know if the Fire Department's budget had ever been increased from the time the Mayor submitted it to the Board for final approval. Chief Massetani responded that historically money is not added back in but the Board has the option to re-allocate it within the Department. If the advocacy is strong enough for a battalion chief in District 5, the Board

can take \$300,000 from one area and allocate for the battalion chief but they usually do not increase the overall budget allocation.

PERSONNEL REPORTS

a. Division of Training

Submitting monthly report from Division of Training concerning activities performed during April 2007.

b. Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during April 2007.

c. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 21 through May 4, 2007.

d. Employee Actions

Reporting that the following employees have passed probations:

H2 Firefighter

<i>Name</i>	<i>Effective Date</i>
D'Amico, David T.	Oct. 26, 2006
Wakefield, Jana F.	Nov. 14, 2006
McCloskey, Daniel P.	Dec. 26, 2006
Gutierrez, Timothy L.	Apr. 15, 2007
Untalan, James D.	Apr. 25, 2007

Reporting that the following employee has passed probation effective *APRIL 21, 2007*:

1246 Principal Personnel Analyst David B. Johnson

e. Retirements

Communications received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Jones, Michael	H40 Battalion Chief	Service	May 05, 2007
Dolan, Gary E.	H20 Lieutenant	Service	May 05, 2007
Hallgren, Charles E.	H20 Lieutenant	Service	Apr. 25, 2007
Matli, Richard J.	H20 Lieutenant	Service	Apr. 26, 2007
Oliver, Adolph D.	H20 Lieutenant	Service	May 05, 2007
Ramirez, J. Louis	H20 Lieutenant	Service	May 05, 2007
Saribalís, George A.	H20 Lieutenant	Service	May 05, 2007

(Retirement Certificates will be presented at Fire Commission Meeting of June 28, 2007)

f. Resignation

Reporting resignation of H3 Firefighter/Paramedic Damon O'Brien, effective May 15, 2007.
(Approximate length of service – 6-1/2 years.)

g. Leaves

Reporting leave of absence with pay for Assistant Deputy Chief Pete Howes, for three days, May 14 through May 16, 2007, in order to attend the Western Regions Metropolitan Medical Response System meeting in Seattle, Washington. There is no cost to the Department for this trip. All expenses will be paid through the Department of Emergency Management, Division of Emergency Services. Assistant Deputy Chief Howes will not be replaced.

Reporting leave of absence with pay for Acting Battalion Chief David Franklin, Special Operations, for two days, May 10 through May 11, 2007, in order to meet and consult with the Special Operations Command staff of New York City Fire Department (FDNY) and tour the FDNY training center and their "Rescue School" that trains FDNY members in technical rescue operations. Acting Battalion Chief Franklin will cover the costs for travel and lodging. He will not be replaced.

Reporting leaves of absence with pay for the time period from January 2007 through July 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1220 Payroll Clerk	19
1	7388 Utility Plumber	21
10	H2 Firefighter	426
2	H3 Firefighter/Paramedic	46
1	H10 Incident Support Specialist	18
3	H20 Lieutenant	31
Total Number of Days with Pay		561

Reporting intermittent leaves with pay for the time period from April 2007 through July 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of leave</i>
1	H2 Firefighter	Apr 5, 2007 – Apr 4, 2008
1	H2 Firefighter	July 3, 2007 – July 2, 2008
1	H2 Firefighter	Apr 6, 2007 – Dec 31, 2007
1	H2 Firefighter	July 9, 2007 – April 12, 2008
1	H2 Firefighter	Jun 24, 2007 – Jun 23, 2008
1	H3 Firefighter/Paramedic	May 12, 2007–May 11, 2008
1	H6 Investigator	Apr 26, 2007 – Apr 25, 2008
1	H30 Captain	May 1, 2007 – April 30, 2008

Reporting leaves of absence without pay for the time period from March 2007 through July 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
2	H2 Firefighter	146
2	H3 Paramedic	114
Total number of Days w/o Pay		260

ACCIDENT REPORTS

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	<i>Accident No.</i>	<i>Accident Date</i>	<i>Serial No.</i>	<i>Category</i>	<i>Recommendation</i>
Medic 22	06-7-100	2/13/2007	747	A	File

Cause: Driver inattention - While backing into quarters, Medic 22 struck apparatus door that had not completely opened; no spotters were posted

Medic 38 06-7-102 2/18/2007 744 A File

Cause: Driver inattention to responsibilities - While backing up and failing to use a spotter, Medic 38 struck a parked civilian vehicle

Truck 9 06-7-122 3/13/2007 618 A File

Cause: Misjudged clearance by tiller - While conducting tiller training and turning right, the trailer of Trk 9 struck a parked civilian vehicle

Medic 74 06-7-123 3/23/2007 737 C File

Cause: Misjudged clearance - While turning left, Medic 74 struck a civilian vehicle coming from the opposite direction

Medic 14 06-7-124 3/25/2007 719 B File

Cause: Struck by vehicle (hit and run) - While responding with red lights and siren, and turning left into a driveway, Medic 14 was struck by a civilian vehicle attempting to pass

Engine 41 06-7-125 3/27/2007 558 B Bill

Cause: Struck by vehicle - While parked, Eng 41 side view mirror was struck by a passing National Park Service vehicle

Medic 72 06-7-126 3/28/2007 751 B File

Cause: Struck by vehicle - While transporting patient to hospital, Medic 72 was struck by a civilian vehicle

Engine 34 06-7-127 4/4/2007 534 A File

Cause: Driver inattention - While attempting a three-point turn, Eng 34 struck a parked civilian vehicle; driver did not respond to spotter

Engine 19 06-7-128 3/31/2007 530 A File

Cause: Misjudged clearance - While responding with red lights and siren, Eng 19 struck a civilian vehicle while turning into a parking lot

Engine 1 06-7-129 4/3/2007 555 A File

Cause: Driver inattention to responsibilities - Eng 1 was double parked with cab tilted up, as Eng 1 halogen spotlight was hit by the retractable trolley guy wire of a passing Muni trolley

Engine 32 06-7-130 4/11/2007 541 A File

Cause: Misjudged clearance - While traveling down a narrow alley, Eng 32 grazed the side of a building

Medic 88 06-7-131 4/12/2007 764 B Bill

Cause: Struck by vehicle - While parked at emergency bay at Davies Medical Center, Medic 88 was struck by another ambulance

Engine 8 06-7-132 4/17/2007 543 B File

Cause: Struck by vehicle (hit and run) - While stopped at an incident, Eng 8 was struck by a civilian vehicle going in the opposite direction

Engine 9 06-7-133 4/19/2007 525 B Bill

Cause: Struck by vehicle - While parked at a medical incident, Eng 9 side view mirror was struck and damaged by a Ryder rental truck

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

6. APPROVAL OF THE MINUTES [Action]

(Item taken out of order)

Regular Meeting of May 10, 2007.

There was no public comment.

Commissioner Clarke moved and Commissioner Lau seconded. There were no questions or discussion and the minutes were approved as presented by a vote of 4-0.
(Conroy, Lau, Nakajo, Clarke)

7. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]

(May 3, 2007, through May 17, 2007)

(Item taken out of order)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From A Wayne Ramsey, Tenant, informing the Commission of a shopping cart blocking a 2nd floor fire exit of the building he occupies. Copy: Commissioners, Chief of Department, and Fire Marshal.
2. From Jim Beaumont, Ontario, Canada, following- up on his request for a copy of the Fire Department's FY 2004-05 Annual Report for his archives. Copy: Commissioners, Chief of Department and Public Information Officer.
3. From the following students in the Fire Science 50 Class at City College of San Francisco, thanking the Department and the members of Station 15 for their recent visit to and tour of Station 15: Steve Monty, Patrick Matza, Greg Wong, Shaun Chung, Douglas Diaz, Cathy Lomeli, rReinalyn Duma, Wesley, Laliva, Steven Tortorelli, Mark Carili, and Travis Cintron.
4. From Russell Richards, retired H3 Firefighter/Paramedic, raising issues regarding his pointing out that Workers Compensation claim has not recognized his tenure in DPH as part of his disability claim, and noting that FC Resolution 05-5 states that DPH medics were exposed to the same toxic and hazardous conditions as Firefighters. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Robert Kenneth, thanking the Department and the members of Station 14 for their courtesy and kindness in assisting his wife to the second story of their house when she was unable to walk. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

There was no public comment.

8. FIRE COMMISSION RESOLUTION 07-5 [Action]

(Continued from Meeting of 05-10-07)

(Item taken out of order)

Discussion and possible adoption of Resolution No. 07-5, establishing a replacement program for Department Aerial Ladder Trucks, Triple Combination Pumper/Engines, Ambulances, Heavy Rescue Vehicles and Command Vehicles.

Richard Kochevar, Deputy Chief, Operations, introduced the Resolution and acknowledged the Commission's concern and action to provide the Department with equipment and an ongoing replacement schedule.

Chief Massetani stated that the Department had done an analysis and some modification to the Resolution. The goal of the Department is to have a consistent number of vehicles being replaced every year instead of having to purchase ten or 12 engines at a time as an emergency measure. Since the Department is lagging behind, the goal is to purchase four engines each year and, every ten years, to ask for six.

The replacement plan for trucks is for three and three to catch up, then for two for the next year and after that alternate with one year asking for only one truck and the next year for two trucks.

The plan for ambulances is to replace them every ? years. The data indicates that ambulances average 7,000 to 9,000 miles per year and some of the Department's ambulances were purchased in 1994 and are far over the 90,000-100,000 mile limit. Further research by Chief Howes and A/Captain Keohane suggested the possibility of refurbishing the ambulances by taking the ambulance box off the chassis, refurbishing it, and placing it on a newly retrofitted chassis. Chief Massetani praised the Department for attempting creative approaches in utilizing allocated funds.

Chief Massetani noted that the Department will be getting ten command vehicles this year. Again, receiving them in a clump comes back to haunt the Department in eight to ten years. The vehicle replacement plan proposes to purchase four command vehicles per year.

There was no public comment.

Commissioner Lau moved and Commissioner Clarke seconded. There were no questions or discussion and Resolution No. 07-5 was adopted as amended by a vote of 4-0. (Conroy, Lau, Nakajo, Clarke)

Commissioner Conroy wished to thank the Deputy City Attorney Katie Porter, Chief Massetani and Rescue Captain Andy Zanoft for their work on both Resolutions.

9. FIRE COMMISSION RESOLUTION 07-6 [Action]

(Item taken out of order)

Discussion and possible adoption of Resolution No. 07-6, establishing a Plan and requesting funding for Maintenance and Repair of San Francisco Fire Department Facilities.

Chief Massetani thanked Captain Zanoft and Deputy City Attorney Porter for their assistance. He noted that the funding for facilities maintenance is all coming from the General Fund, which is much more difficult to obtain than funding from bonds. Chief Massetani also thanked the Commission for moving the maintenance issue forward and for advocating for it.

Commissioner Nakajo stated that the material in this Resolution should be presented to the Mayor's Office. Commissioners could use this material to advocate for the Department and present a copy to each Supervisor.

Chief Massetani acknowledged Captain Zanoft's work on the Resolution and thanked Commissioner Conroy for his assistance.

There was no public comment.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no questions or discussion and Resolution No. 07-6 was adopted by a vote of 4-0. (Conroy, Lau, Nakajo, Clarke)

10. ADJOURNMENT

Prior to adjournment, President Conroy wished to adjourn the meeting in honor of EMS week and the paramedics, firefighters and all members of the Department who so ably provide

emergency medical care to the residents and visitors of San Francisco.

There being no further business to come before the Commission, the meeting was adjourned at 8:15 p.m.

A handwritten signature in black ink, appearing to read 'T. Bauer', followed by a long horizontal line extending to the right.

Tania Bauer
Secretary

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



June 5, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Tuesday, June 5, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 07- 2: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES *[Action item]*

On January 25, 2007, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Christina Hijjawi with misconduct and violation of Department Rules and Regulations as follows:

- Civil Service Rule 320 – Leaves of Absence
- Section 3802 – Sick Leave
- Section 3803 – Accumulation of Sick Leave
- Section 3804 – Sick Leave Without Pay
- Section 3811 – General Regulations, paragraphs 2 & 6
- Section 3922 – Acts Detrimental to Welfare of Department

Section 3923 – Disobedience

Section 3935 – False Reports and False Testimony

Section 3905 – Unfamiliarity with Rules

G.O. 02 A-59 – Reporting of Work-Related Injuries/Illness/Exposures

a. Public comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

b. Votes on closed session:

(1) Whether to hold the hearing on the complaint in closed session **[Action]**

(2) Whether to conduct deliberations in closed session **[Action]**

c. Hearing and deliberations

(1) Hearing on charges (in open or closed session, per the Commission's vote)

(2) Deliberations and possible approval of agreement or other action on charges (in open or closed session, per the Commission's vote) **[Discussion and Possible Action]**

d. If closed session is held, reconvene in open session

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

(2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. ADJOURNMENT

Fire Commission

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June 7, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Thursday, June 7, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

DOCUMENTS DEPT.

APR 28 2008

SAN FRANCISCO
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2. CASE NO. 07- 2: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES *[Action item]* (Continued from 6/5/07)

On January 25, 2007, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Christina Hijjawi with misconduct and violation of Department Rules and Regulations as follows:

- Civil Service Rule 320 – Leaves of Absence
- Section 3802 – Sick Leave
- Section 3803 – Accumulation of Sick Leave
- Section 3804 – Sick Leave Without Pay
- Section 3811 – General Regulations, paragraphs 2 & 6
- Section 3922 – Acts Detrimental to Welfare of Department

Section 3923 – Disobedience

Section 3935 – False Reports and False Testimony

Section 3905 – Unfamiliarity with Rules

G.O. 02 A-59 – Reporting of Work-Related Injuries/Illness/Exposures

a. Public comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

b. Votes on closed session:

- (1) Whether to hold the hearing on the complaint in closed session **[Action]**
- (2) Whether to conduct deliberations in closed session **[Action]**

c. Hearing and deliberations

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and possible approval of agreement or other action on charges (in open or closed session, per the Commission's vote) **[Discussion and Possible Action]**

d. If closed session is held, reconvene in open session

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. ADJOURNMENT

Fire Commission

TEXT ONLY:



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TEXT SIZE:



June 14, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Thursday, June 14, 2007 – 4:30 PM

698 Second Street, Room 221, San Francisco, California, 94107

AGENDA

Item

No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION *[Discussion and Possible Action]*

Discussion and possible adoption of routine performance evaluation of Fire Commission Secretary Tania Bauer. This performance evaluation may be conducted in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

- a. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the performance evaluation of the Fire Commission Secretary or whether to hold the meeting on the evaluation in closed session
- b. Vote on whether to hold the meeting in closed session *[Action]*
- c. Performance Evaluation of Fire Commission Secretary (in open or closed session, per the Commission's vote) *[Discussion and Possible Action]*

d. If closed session is held, reconvene in open session

Vote to elect whether to disclose any or all closed session discussions under Administrative Code Section 67.12(a).
[Action]

3. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-24

FIRE COMMISSION REGULAR MEETING
Thursday – June 14, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meeting of May 24, 2007, and Special Meeting of May 24, 2007

Action to be taken: Approval of the minutes

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(May 18, 2007 through June 6, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Cynthia Schiff, regarding forcible entry in response to emergency call. Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.
2. From anonymous, regarding a Department member. Copy: Commissioners, Chief of Department.

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: soff@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

3. From Tung Nguyen, regarding SFFD Annual Report for FY 2005-06. Copy: Commissioners and Chief of Department.
4. From Dr. Noh, regarding action he has taken. Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.

5. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including a discussion of the current budget and FY 2007-08 budget, status of fire station for Mission Bay, SFFD response times and updates on Divisions within the Department.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period May 9 through June 12, 2007.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 21 through May 18, 2007.

b. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	Rank	Type	Retirement Date
Emde, William C.	H2 Firefighter	Service	May 01, 2007

(Retirement Certificate will be presented at Fire Commission Meeting of Jun. 28, 2007)

c. Resignations

Reporting resignation of H3 Firefighter/Paramedic John Hoecker, effective June 1, 2007. (Approximate length of service - 6-1/2 years)

Reporting the resignation of H33 Paramedic Captain David W. Andersen, effective June 2, 2007. (Approximate length of service - 16 years)

d. Leaves

Reporting leave of absence with pay for Battalion Chief Kirk Richardson and Acting Lieutenant Kyle Merkins, for three days, June 18, 2007 through June 20, 2007, to participate in a Department of Homeland Security National Small Vessel Security Summit in Arlington, Virginia. All costs for travel, lodging, and per-diem will be covered by the State Homeland Security Grants Administration. BC Richardson will be replaced during this period. A/Lt. Merkins will not be replaced during this period.

Reporting requests for leaves of absence with pay for the time period from March 2007 through May 2008.

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1241 Personnel Analyst	14
11	H2 Firefighter	484
1	H3 Firefighter/Paramedic	6
1	H20 Lieutenant	8
Total Number of Days with Pay		512

Reporting requests for intermittent leaves with pay for the time period from May 2007 through May 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of Leave</i>
1	H2 Firefighter	May 15, 2007–May 15, 2008
1	H2 Firefighter	Jan 10, 2007 – Jan 9, 2008
1	H2 Firefighter	July 10, 2007 – July 9, 2008
1	H2 Firefighter	May 24, 2008–May 24, 2008
1	H2 Firefighter	May 30, 2007– Jun 14, 2007
1	H3 Firefighter/Paramedic	June 11, 2007– Apr 10, 2008

Reporting requests for leaves of absence without pay for May 2007 through July 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	H2 Firefighter	18
1	H3 Paramedic	54
Total number of Days w/o Pay		72

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
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698 Second Street
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Telephone 415.558.3451
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Tania Bauer, *Secretary*

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday, June 14, 2007– 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:03 p.m.

Item No.

1. ON ROLL CALL, the following were noted present:

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President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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Richard Kochevar	Acting Chief of Department
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Peter Howes	Division of Emergency Medical Services
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

James A. Barden	Division 2
Aaron C. Stevenson	Division 3

2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meeting of May 24, 2007, and Special Meeting of May 24, 2007 (4:30 p.m.).

Commissioner Conroy continued the approval of the minutes to the meeting of June 28, 2007, as the minutes of the Regular Meeting were not yet finalized and Commission Makras did not receive a copy of the minutes of the Special Meeting.

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(May 18, 2007 through June 6, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Cynthia Schiff, regarding forcible entry in response to emergency call. Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.
2. From anonymous, regarding a Department member. Copy: Commissioners, Chief of Department.
3. From Tung Nguyen, regarding SFFD Annual Report for FY 2005-06. Copy: Commissioners and Chief of Department.
4. From Dr. Noh, regarding action he has taken. Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Gary Massetani, Deputy Chief of Operations, presented the report.

Report from Chief of Department on current issues, activities and events, including a discussion of the current budget and FY 2007-08 budget, status of fire station for Mission Bay, SFFD response times and updates on Divisions within the Department.

FY 2006-07 Budget –Chief Massetani stated that the Department is on target. There currently exists an overage in expenditures for building maintenance, apparatus and fleet management. With some funds being reallocated, the Department believes that it will not need to request supplemental funds. Revenues continue to be over budget in the Bureau of Fire Prevention and the Emergency Medical Services Division.

FY 2007-08 Budget –Chief Massetani reported that the Department was scheduled to have the first Budget and Finance Committee hearing on June 20, 2007 at 1:00 p.m., however received notice on this date that the meeting is being rescheduled to June 27, 2007. Chief Massetani encouraged Commissioners to attend. The Department's Administration and Chief Financial Officer continue to work with the Mayor's Budget Office.

Chief Massetani extended the Department's appreciation to the Commission for adopting the facilities maintenance and fleet apparatus replacement resolutions. He then advised that the Mayor's Office has forwarded a revised apparatus replacement budget request for 2007-2008 to the Board. Instead of the six engines, three trucks and five ambulances called for by the recently adopted Fire and EMS Apparatus and Vehicle Replacement Program, the Mayor's Office is instead forwarding a request for two engines, one truck and two ambulances to the Board of Supervisors. The Department had requested the greater number of new apparatus in order to continue to provide safe equipment. What is being forwarded to the Board is quite a reduction from what the Department feels is needed. The Department will have to again make a request next year for an accelerated replacement plan.

Regarding facilities maintenance, Chief Massetani reported the Mayor's Office will provide \$342,000 to repair the apparatus floor at Station 1; although \$400,000 was requested, \$159,000 has been approved for firehouse boilers which will result in approximately two new boilers; and although the Department requested \$900,000 plus, for replacement of over 33 leaking firehouse shower pans, it will be provided with \$175,000.

A priority list will be implemented beginning July 1, the amount of money is not what was

proposed in the resolutions; however, the Department will be continuing to work with the Mayor's Office in relation to next year's Budget.

H3 Level 1 EMT Class – The Department will begin the first H3 Level 1 Academy for 28 recruits on Monday, June 25, 2007. The 9-week academy is scheduled for graduation on Friday, August 24, 2007.

H30 Captains Promotional Examination - The Department of Human Resources adopted the promotional eligible list on Thursday, May 31, 2007. On Friday, June 1, 2007, Chief Hayes-White announced 56 conditional H-30 job offers. Currently, those members are in the process of completing their physical examinations, which is expected to take approximately 30 days. The Chief is planning to make permanent appointments in early July.

Chief Massetani reported that many of the new Captains off that list will be going out day-to-day as Like Work Like Pay Battalion Chiefs. To prepare for this, the Department has provided two Battalion Chief training courses, which took place on May 30-31, and June 6-7, 2007. The Battalion Chief courses were offered to the top 70 H-30 candidates from the eligible list. Approximately, 55 to 60 members attended the academy, as some members have previously trained before.

H40 Battalion Chief Examination – The Human Resources Division has started the development of an examination for the H40 Battalion Chief test, the Department projects to be administering this exam in February and March of 2008.

Mission Bay Fire Station – Chief Massetani reported that the Department has had discussions with the Capital Planning Committee, including Gary Hoy, Ben Rosenfield and Brian Strong, regarding the Mission Bay Fire Station. The Department is working with the Capital Planning Committee to find a viable option for a location to house a station which will meet the Department's needs and the needs of the community. Chief Massetani also stated that Catellus developers have \$2.4 million in escrow for the Fire Department project and \$1.7 million for a police department station. Both of these funding sources would be released when there are 1000 residence dwellings south of the canal. This may take up to an additional 12 months. To date, there has been no commitment of a location or any commitment on a design.

EMS Reconfiguration – Per Commission Conroy's request, Chief Massetani reported on response times, providing charts that displayed comparisons from June 2006 up to May 2007. Chief Massetani stated that the statewide requirement for arrival of the first defibrillator to the scene is five minutes, however, the San Francisco EMS Agency has reduced that time to four minutes and 30 seconds. Chief Massetani explained that the Department is still having a tough time meeting the four minute and 30 second time frame in Battalions 8, 9, & 10. Chief Massetani stated that the four minute 30 second requirement will continue to be difficult to meet. Chief Massetani further explained the charts with the EMS response times.

In closing, Chief Massetani acknowledged the work of Acting Section Chief Jim Fazackerley, EMS Operations, for his hard work and commitment to the Department. Section Chief Fazackerley requested to return to the field in his previous capacity as H-33 Rescue Captain. Rescue Captain Sebastian Wong will start as the new Section Chief for EMS Operations beginning June 16, 2007.

Discussion ensued with Commissioners asking questions and with Chief Massetani responding.

Commissioner Nakajo wished to receive clarification on the H-30 Captains promotional process. Chief Massetani advised that the first round of appointments includes 56 conditional offers from

the eligible list of 109 members. A few additional selections will be made from the three year list within a six-week time frame after the first round of appointments.

Commissioner Nakajo inquired about the June 27, 2007 Budget and Finance Committee meeting. Chief Massetani explained the process of the Committee meetings and stated the Department will continue to advocate for dollar amounts to be funded for many programs and needs. Commissioner Nakajo also requested some talking points from the Department in order to be prepared to speak to the members of the Board of Supervisors regarding the proposed cuts by the Mayor's Office.

Commissioner Makras wished to inquire if the 56 appointments from the H-30 Captains list were made straight down the eligible list. Chief Massetani reported that the selections were made down the list with one exception. Commissioner Makras inquired if secondary criteria and the band were utilized. Chief Massetani advised that both were utilized.

Commissioner Makras wished to discuss the performance measures regarding the EMS response times. He requested to know a time frame when the Department believes they will be able to meet or exceed required response times in Battalions 8, 9 and 10. Chief Massetani stated the objective would be by the completion of the full implementation of the reconfiguration, which is approximately an additional 12 months or so. He further stated that adding additional dynamically deployed ambulances while reducing the statically deployed ambulances will assist in reducing response times.

Commissioner Makras requested a report at a future meeting to include a specific look at Battalions 8, 9, and 10 and what the Department needs in order to reduce response times in these areas.

There was no public comment.

REPORT FROM OPERATIONS

Richard Kochevar, Deputy Chief, Operations, reported on overall operations during the period May 9, 2007 through June 12, 2007. There were eight greater alarms, and two fatalities; one on Palou and another at the third alarm on Woodward Street. There have been several Firefighter injuries at these fires, many of these injuries are reported days following the fire, such as a twisted ankle or small strain.

One incident in the Richmond District resulted in two Firefighters falling through a rotted deck. Both members are doing well however, but have not yet been able to return to work. They are expected to make full recoveries.

More detailed information on the Greater Alarms and News Releases are available in the Operations Report.

Halloween 2007 - Deputy Chief Kochevar and Section Chief Jim Fazackerley attended a Halloween community planning meeting on May 30th hosted by Supervisor Bevan Dufty. There is a strong desire to have the party moved out of the Castro District to the waterfront area. As more meetings occur, the Department will provide updates.

Homeland Security Division – Assistant Deputy Chief Bob Navarro and Lieutenant Kyle Merkins provided a tour to four public safety officials from Holland. They were interested in learning more about disaster management programs in the United States.

Command Staff members from the Washington D.C. Fire Department were provided ride-alongs and a closer look at the HOME Team Program. They were also interested in learning more

about SFFD's EMS reconfiguration.

BART Drill – Deputy Chief Kochevar reported on the June 10, 2007 Bay Area Rapid Transit (BART) Drill in the Transbay Tube. Though the drill was supposed to include Oakland Fire, due to a greater alarm Oakland could not participate. Further details on this drill will be provided upon the receipt of the full report from the Department's transit chairperson.

Training – Currently the Treasure Island Training Facility is conducting Battalion Based Training - an EMS Module and Rapid Intervention Crew (RIC) training. The RIC training will continue through July 17th, with the teams improving greatly. It is important to note that the Emergency Communications Center is involved, utilizing the dispatchers to interact with crew members as if it was an actual event.

Fireboat – On June 7, the Fireboat Guardian and a Coast Guard helicopter participated in the transfer of the Special Olympics torch. The Fireboat provided a water display as well.

EMS – Enclosed in the Operations Report are some of letters acknowledging Department members for some cardiac saves. More detailed information is available in the Operations Report.

Representatives from the EMS Division and Special Operations continue to work in cooperation with multiple City agencies in preparation for the crowds attending the upcoming Major League Baseball All Star game activities commencing the first week in July.

Division of Fire Prevention and Investigation – Normal activities continue, including building inspection, plan review, permit issuance, and code enforcement. (1) The Senior Home Safety Program continues to expand and is reaching ever more seniors. (2) Fire Marshal Schultheis reported that the access to Jennings and Jamestown, along with that area of the Bayview will be closed during July 4th to try to prevent the influx of use of illegal fireworks in that area.

Special Operations – Special Operations Chief Franklin continues to attend event planning meetings for the upcoming major league baseball games. Deputy Chief Kochevar reported that on June 20, a major meeting including all of the stakeholders for the Major League All Star game will occur. Officials from State and Federal Agencies are included.

In addition, a scuba diving class is going on for the rescue members. The members are in training for unusual/poor visibility. Rescue Boat crew training has also begun. The rapid response boat is currently on a trailer, with the anticipation of it being housed on the water.

Deputy Chief Kochevar explained that the contents of the Operations Report for the activity summary are not fully up to date. The Department is in the process of a PeopleSoft upgrade and there are instances where not all of the information is included.

Commissioner Conroy, who attended one of the RIC training sessions, requested a brief explanation of RIC for the benefit of the people in attendance at the meeting. Deputy Chief Kochevar proceeded to explain when a RIC Team is used and what procedures are followed during these types of operations. Furthermore, Deputy Chief Kochevar commented that the drills are going well and the members are improving. He supported this by showing photographs used by the thermal imaging camera at the drills.

Commissioner Conroy thanked Deputy Chief Kochevar; commented on the impressive training the Department is conducting; and encouraged the other Commissioners to observe it.

Commissioner Conroy inquired whether every truck possessed a thermal imaging camera.

Deputy Chief Kochevar responded that at this time each truck did not possess one, but they will be coming. Both Rescue Squads do carry a camera.

Commissioner Conroy then requested additional information on the benefits of the EMS Reconfiguration to date. Chief Massetani responded that workload distribution is more evenly balanced and that the attrition rate has also been reduced. Assistant Deputy Chief Howes further commented that the Department is preparing an outline for an upcoming presentation regarding the provision of pre-hospital care, transport times, geography and some alternatives to reduce the demand and increase the supply.

There was no public comment.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 21 through May 18, 2007.

b. Retirement

Communication received from Retirement Board indicating the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Emde, William C.	H2 Firefighter	Service	May 01, 2007

(Retirement Certificate will be presented at Fire Commission Meeting of Jun. 28, 2007)

c. Resignations

Reporting resignation of H3 Firefighter/Paramedic John Hoecker, effective June 1, 2007.
(Approximate length of service - 6-1/2 years)

Reporting the resignation of H33 Paramedic Captain David W. Andersen, effective June 2, 2007. (Approximate length of service - 16 years)

d. Leaves

Reporting leave of absence with pay for Battalion Chief Kirk Richardson and Acting Lieutenant Kyle Merkins, for three days, June 18, 2007 through June 20, 2007, to participate in a Department of Homeland Security National Small Vessel Security Summit in Arlington, Virginia. All costs for travel, lodging, and per-diem will be covered by the State Homeland Security Grants Administration. BC Richardson will be replaced during this period. A/Lt. Merkins will not be replaced during this period.

Reporting requests for leaves of absence with pay for the time period from March 2007 through May 2008:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1241 Personnel Analyst	14
11	H2 Firefighter	484
1	H3 Firefighter/Paramedic	6
1	H20 Lieutenant	8
	Total Number of Days with Pay	512

Reporting requests for intermittent leaves with pay for the time period from May 2007 through May 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of Leave</i>
1	H2 Firefighter	May 15, 2007–May 15, 2008
1	H2 Firefighter	Jan 10, 2007 – Jan 9, 2008
1	H2 Firefighter	July 10, 2007 – July 9, 2008
1	H2 Firefighter	May 24, 2008–May 24, 2008
1	H2 Firefighter	May 30, 2007– Jun 14, 2007
1	H3 Firefighter/Paramedic	June 11, 2007– Apr 10, 2008

Reporting requests for leaves of absence without pay for May 2007 through July 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	H2 Firefighter	18
1	H3 Paramedic	54
	Total number of Days w/o Pay	72

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

8. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:17 p.m.

Kelly Alves
Acting Secretary

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



June 20, 2007

FIRE COMMISSION SPECIAL MEETING

Wednesday, June 20, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 07- 2: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES *[Action item]* Continued from 6/5/07 and 6/7/07)

On January 25, 2007, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Christina Hijjawi with misconduct and violation of Department Rules and Regulations as follows:

- Civil Service Rule 320 – Leaves of Absence
- Section 3802 – Sick Leave
- Section 3803 – Accumulation of Sick Leave
- Section 3804 – Sick Leave Without Pay
- Section 3811 – General Regulations, paragraphs 2 & 6
- Section 3922 – Acts Detrimental to Welfare of Department

Section 3923 – Disobedience

Section 3935 – False Reports and False Testimony

Section 3905 – Unfamiliarity with Rules

G.O. 02 A-59 – Reporting of Work-Related Injuries/Illness/Exposures

a. Public comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

b. Votes on closed session:

- (1) Whether to hold the hearing on the complaint in closed session **[Action]**
- (2) Whether to conduct deliberations in closed session **[Action]**

c. Hearing and deliberations

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and possible approval of agreement or other action on charges (in open or closed session, per the Commission's vote) **[Discussion and Possible Action]**

d. If closed session is held, reconvene in open session

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Wednesday, June 20, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

Item No.

1. **On ROLL CALL**, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke

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Commissioner Victor Makras was excused.

Appearances

For the San Francisco Fire Department

Gina Roccanova, Deputy City Attorney, Labor Team, Counsel to the Department

For Firefighter Hijjawi

Mark Maerowitz, Counsel to Firefighter Christina Hijjawi

Also Present

Marie Blits, Deputy City Attorney, Government Team, Counsel to the Commission

Tania Bauer, Commission Secretary

2. CASE NO. 07- 2: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES **[Action]** (Continued from 6/5/07 and 6/7/07)

On January 25, 2007, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Christina Hijjawi with misconduct and violation of Department Rules and Regulations as follows:

- Civil Service Rule 320 – Leaves of Absence
- Section 3802 – Sick Leave
- Section 3803 – Accumulation of Sick Leave
- Section 3804 – Sick Leave Without Pay
- Section 3811 – General Regulations, paragraphs 2 & 6
- Section 3922 – Acts Detrimental to Welfare of Department
- Section 3923 – Disobedience
- Section 3935 – False Reports and False Testimony
- Section 3905 – Unfamiliarity with Rules
- G.O. 02 A-59 – Reporting of Work-Related Injuries/Illness/Exposures

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

There was no public comment.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. **[Action]**

Firefighter Hijjawi wished to have the hearing held in open session.

b. Deliberations/Possible Action, Open or Closed Session

Commissioner Lau moved for closed session and Commissioner Clarke seconded. The motion was unanimously approved (4-0). The Commission went into closed session deliberations at 7:00 PM.

1. Deliberations and possible action on Verified Complaint **[Action]**

c. If Closed Session is held, reconvene in Open Session

The Commission reconvened in open session at 9:05 PM.

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

President Conroy reported that the Commission had, by unanimous vote 4-0 (Conroy, Lau, Nakajo, Clarke), found Firefighter Hijjawi guilty of the following charges:

- Civil Service Rule 320 – Leaves of Absence
- Section 3802 – Sick Leave
- Section 3804 – Sick Leave without Pay
- Section 3922 – Acts Detrimental to Welfare of Department
- Section 3923 – Disobedience
- Section 3935 – False Reports and False Testimony
- Section 3905 – Unfamiliarity with Rules
- G.O. 02 A-59 – Reporting of Work-Related Injuries/Illness/Exposures

The Commission did not find Firefighter Hijjawi guilty of Section 3803 – Accumulation of Sick Leave and Section 3811 – General Regulations, paragraphs 2 & 6.

As a penalty for the above charges, the Commission terminated Firefighter Hijjawi's employment with the San Francisco Fire Department.

The Commission requested that Department Counsel prepare and submit proposed Findings of Fact to the Commission within 15 days of the date of this meeting, with concurrent service on

opposing counsel. Opposing counsel may submit any objections or propose alternative Findings of Fact to the Commission within 30 days of the date of this meeting, with concurrent service on opposing counsel.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). [Action]

Commissioner Lau moved not to disclose any discussion held in closed session and Commissioner Clarke seconded. The motion was unanimously approved (4-0).

3. ADJOURNMENT

The meeting was adjourned at 9:10 PM.

Fire Commission

TEXT ONLY:



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TEXT SIZE:

**June 28, 2007 (Special Meeting)**

FIRE COMMISSION SPECIAL MEETING

Thursday, June 28, 2007 – 4:00 PM

698 Second Street, Room 221, San Francisco, California, 94107

AGENDA

Item

No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

DOCUMENTS DEPT.

APR 28 2008

SAN FRANCISCO
PUBLIC LIBRARY**2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION [Discussion and Possible Action]**
(CONTINUED FROM 6/14/07)

Discussion and possible adoption of routine performance evaluation of Fire Commission Secretary Tania Bauer. This performance evaluation may be conducted in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

a. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the performance evaluation of the Fire Commission Secretary or whether to hold the meeting on the evaluation in closed session

b. Vote on whether to hold the meeting in closed session *[Action]*

c. Performance Evaluation of Fire Commission Secretary (in open or closed session, per the Commission's vote) *[Discussion and Possible Action]*

d. If closed session is held, reconvene in open session

Vote to elect whether to disclose any or all closed session discussions under Administrative Code Section 67.12(a). *[Action]*

3. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bower, *Secretary*
NO. 07-27

FIRE COMMISSION REGULAR MEETING
Thursday – June 28, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Chief of Department	Joanne Hayes-White
---------------------	--------------------

10:45 a.m. nst
DOCUMENTS DEPT.

JUN 25 2007

2. PUBLIC COMMENT

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Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of May 24, 2007 and June 14, 2007 and the Special Meetings of May 24, 2007 and June 20, 2007.

Action to be taken: Approval of the minutes

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(June 7, 2007, through June 20, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Richard Newton, regarding occupancy limits for hotel rooms in San Francisco.
Copy: Commissioners, Chief of Department, and Fire Marshal.

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: soft@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Lucy Waybrow-Ortega, regarding the exemplary care she received during a medical emergency incident. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.

CHARGES ISSUED BY CHIEF OF DEPARTMENT

Verified Complaint

Submitting verified complaint against Firefighter Daniel Boreen, dated June 8, 2007, for violation of the Rules and Regulations as follows:

- Section 3918 - Unauthorized Leaves of Absence & Abandonment of Employment
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Section 3926 - Tardiness and Failure to Report

Verified Complaint

Submitting verified complaint against Firefighter Dan Kelly, dated June 20, 2007 for violation of the Rules and Regulations as follows:

- Section 3803 – Accumulation of Sick Leave
- Section 3915 – Proper Behavior
- Section 3918 – Unauthorized Leave of Absence & Abandonment of Employment
- Section 3923 – Disobedience
- Section 3922 – Acts Detrimental to Welfare of Department

5. PROPOSED LEGISLATION FOR FIRE CODE *[Discussion and Possible Action]*

Proposed legislation amending the San Francisco Fire Code to change local building standards applicable to high-rise structures, to require firefighter safe elevators in certain high-rise buildings.

Barbara Schultheis, Assistant Deputy Chief, Fire Marshal

Action to be taken: Approval of proposed legislation

6. STATEMENT OF INCOMPATIBLE ACTIVITIES *[Discussion and Possible Action]*

Submitting Statement of Incompatible Activities for the San Francisco Fire Commission and Fire Department as requested by the Ethics Commission under the provision of San Francisco Campaign & Governmental Conduct Section 3.218

Action to be taken: Approval of Statement of Incompatible Activities

7. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events; budget issues; Divisions within the Department and the EMS Reconfiguration

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and the proposed FY 2007-2008 Budget, and updates on Administrative Divisions.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, May 19 through June 1, 2007.

b. Employee Actions

Reporting that the following employees have passed probation:

H2 Firefighter

<i>Name</i>	<i>Effective Date</i>
Aineb, Jalal E.	May 20, 2007
Jacobs, Larry C.	May 16, 2007

H3 Level 2 Paramedic

Anderson, Lawanda N.	May 22, 2007
Buzon, Rey C.	May 20, 2007
Byrne, Megan K.	May 6, 2007
Collinson, Robert E.	May 7, 2007
Diaz, Edwin A.	May 11, 2007
Fluke, Mathew P.	May 20, 2007
Hellesto, Scott K.	May 7, 2007
Jimenez, Jody R.	June 14, 2007
Lange, Jesse J.	May 6, 2007
Lockhart, James A.	May 6, 2007
Mogannam, James L.	May 16, 2007
Olivas, Nathaniel D.	May 19, 2007
Quinto, Nash D.	May 6, 2007
Stow, Jennifer M.	May 25, 2007
Tibbits, Zachary J.	May 26, 2007
Viray, Herman M.	May 7, 2007
Warden, Jennifer C.	June 3, 2007
Wer, Ashley J.	June 1, 2007
Yu, Dennis	May 6, 2007

Retirements

Communication received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Chrystal, Andrew J.	H2 Firefighter	Service	June 2, 2007
Young, Stephen G.	H2 Firefighter	Service	May 1, 2007
Lindgren, Carol A.	1450 Executive Secretary 1	Service	June 3, 2007

Retirement Certificate will be presented at Fire Commission Meeting of August 23, 2007

Appointments

Reporting the following provisional appointments effective June 18, 2007:

1820 Junior Administrative Analyst

Jeffrey D. Ryan (vice: Mark Corso promoted)

Catherine Davey (vice: Tania Fokin promoted)

Reinstatement

Andrew J. Birkhoff reinstated back to H2 Firefighter, effective June 8, 2007

Return to Permanent Position

Winona M. Jones returned to permanent H20 Lieutenant, effective June 9, 2007

Resignations

Reporting resignation of Permanent H3 Firefighter Paramedic Andrew J. Birkhoff, effective June 8, 2007 (reinstated to H2 Firefighter)

Reporting resignation of Provisional H30 Captain Winona M. Jones, effective June 9, 2007 (return to permanent H20 Lieutenant)

Suspensions

Reporting the following suspension:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H3 Paramedic Level 2	Sta 70	2	7/9/07 thru 7/10/07	Sec. 3926 (Tardiness & Failure to Report)

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H3 Paramedic Level 2	Sta 70	1	6/27/07	Sec. 3926 (Tardiness & Failure to Report)

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 Utility Plumber	AWSS	2	6/4/07 thru 6/5/07	Sec. 3926 (Tardiness & Failure to Report)

Separation

Reporting separation (release from probation) of H3 Level 2 Paramedic Jonathan W. Moulton, effective June 13, 2007

8. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*
No. 07-27

MINUTES OF THE FIRE COMMISSION REGULAR MEETING

Thursday – June 28, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

Item No.

1. On ROLL CALL the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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AUG - 1 2007

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Commissioner Makras and Commissioner Clarke were excused (Notified Absence).

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Peter Howes	Division of Emergency Medical Services
Barbara A. Schultheis	Division of Fire Prevention & Investigation
Thomas A. Siragusa	Division of Training
Patrick Casserly	Division of Air Ports

Chief Officers – Field:

Johnny R. Lo	Division 2
Michael Morris	Division 3

EMS Officers:

Karl Sporer, M.D.	SFFD Medical Director
Sebastian Wong	Section Chief, Operations

2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of May 24, 2007 and the Special Meetings of May 24, 2007 and June 20, 2007.

The minutes of the June 14, 2007 Regular Meeting were not ready for approval.

There was no public comment.

Commissioner Lau moved and Commissioner Nakajo seconded. There were no questions or discussion and the Minutes were approved as presented by a vote of 3-0 (Conroy, Lau, Nakajo).

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(June 7, 2007, through June 20, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Richard Newton, regarding occupancy limits for hotel rooms in San Francisco. Copy: Commissioners, Chief of Department, and Fire Marshal.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Lucy Waybrow-Ortega, regarding the exemplary care she received during a medical emergency incident. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.

There was no public comment

CHARGES ISSUED BY CHIEF OF DEPARTMENT

Verified Complaint

Submitting verified complaint against Firefighter Daniel Boreen, dated June 8, 2007, for violation of the Rules and Regulations as follows:

- Section 3918 - Unauthorized Leaves of Absence & Abandonment of Employment
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Section 3926 - Tardiness and Failure to Report

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Daniel Boreen that the trial will be held on July 10, 2007, 5:30 PM

Verified Complaint

Submitting verified complaint against Firefighter Dan Kelly, dated June 20, 2007 for violation of the Rules and Regulations as follows:

- Section 3803 – Accumulation of Sick Leave
- Section 3915 – Proper Behavior
- Section 3918 – Unauthorized Leave of Absence & Abandonment of Employment
- Section 3923 – Disobedience
- Section 3922 – Acts Detrimental to Welfare of Department

There was no public comment

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Dan Kelly that the trial will be held on July 23, 2007, 5:30 PM.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events; budget issues; Divisions within the Department and the EMS Reconfiguration

Joanne Hayes-White, Chief of Department, presented the report.

FY 2007-08 Budget - The Department appeared before the Budget and Finance Committee of the Board and presented its budget. Some concessions were made as requested by the Budget Analyst's recommendation but the budget was approved. Chief Hayes-White acknowledged the hard work of staff and, especially, the assistance that Chief Massetani and Julia Dawson provided her.

H30 Process - Chief Hayes-White stated that she announced the selection for conditional appointment 56 members from the list to become permanent captains. As soon as physical examinations are completed, she will appoint, hopefully, all 56 in the week of July 9th. Work has started on the development and preparation for the H40 Battalion Chief examination.

H3 Level 1 - The EMT (Emergency Medical Technician) Academy has started at the Division of Training (DOT) and is a nine week training program. Chief Hayes-White and Assistant Deputy Chief Howes observed the class at DOT and deemed enthusiastic and diverse. Graduation is planned for August 24, 2007, at the Treasure Island Training Facility.

Local 798 Contract Negotiations - Negotiations are proceeding between the City and San Francisco Firefighters Local 798, with progress being made. Chief Hayes-White thanked Assistant Deputy Chiefs Casserly and Schultheis for their commitment of time in participating in this process.

Treasure Island Fires - The Department is concerned about the number of recent greater alarm fires and is working with the Treasure Island Development Authority to resolve the matter. The fires occur in vacant buildings which can be breached and accessed by homeless people. The fire is still under investigation. Furthermore, there is indication that development of the island will be starting soon and the Department has significant concerns about the current water supply system and believes that there needs to be major work done prior to further development on the island.

Upcoming Events - Chief Schultheis has been working closely with the Police Department and the District Attorney's Office to provide press information for a press conference regarding fireworks being illegal in the City and County of San Francisco, as it pertains to the 4th of July. In addition, Chief Kochevar and Chief Schultheis have worked with the Police Department from an operational perspective and have convinced the Police Department to close off certain areas in Candlestick Point, where a significant amount of illegal fireworks activity occurred last year.

The All Star game, with its attendant activities, has the Department allocating its resources for various venues. The Home Run Derby takes place Monday, July 9th at 5:00 PM with the All Star game scheduled for Tuesday, July 10th at 5:00 PM. A Fan Fest is to be on-going in Moscone Center starting on Saturday, July 6th. It is anticipated that ticket sales will top 100,000 and events at the ball park are sold out to the full capacity of 42,000.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

Commissioner Lau wished to know about Supervisor Mirkarimi's request for restoration of Battalion 5. Chief Hayes-White responded that the Department attempted to meet with Supervisor Mirkarimi explaining that the full Battalion 5 would not be restored but that the Department had requested 4.2 FTEs to comprise a special battalion with a different set of responsibilities. Unfortunately, due to requested budget reductions by the Mayor's Office, the request for Battalion 5 was taken out of the FY 2007-08 budget prior to final approval by the Budget and Finance Committee.

Commissioner Nakajo wished clarification of the items under discussion at the last meeting of the Department with the Budget and Finance Committee regarding the substitution of positions. Chief Hayes-White responded that it was a long and difficult meeting with some serious issues under consideration, with the Department's wish to move forward and update certain functions in the Bureau of Fire Prevention. In the end, the Department did not have to give up two positions, currently occupied by long-time Department employees, and gained a new position - a 1632 account clerk.

Commissioner Conroy wished clarification on the water issue at Treasure Island since he had been at the most recent fire and noticed only a dribble, at times, from the arial ladder pipes. He recalled that at the budget hearings President Peskin had asked the Executive Director of Treasure Island about the water pressure on the island and she responded that it was great. Commissioner Conroy was concerned because so many resources had to be deployed to the island, which leaves the City vulnerable. Chief Hayes-White responded that the Department has been recommending that the whole water system be re-examined and, if not re-done, than at least enhanced.

Furthermore, Commissioner Conroy wished to know if hi-rises are planned on the island, with how many stories, and what is the anticipated start of construction. Chief Massetani responded that the current plan encompasses one hi-rise of approximately 60 stories and nine others in the mid-level range, that is, between 20 to 35 stories. Major construction is anticipated to begin in 2012 and possible completion dates fall between 2018 and 2020.

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the current budget and the proposed FY 2007-2008 Budget, and updates on Administrative Divisions.

FY 2006-07 - The budget year closed on June 28th and the Department was on target with its expenditures. There were slight overruns in Support Services due to insufficient funds for facilities and fleet maintenance. Savings in Workers Compensation were able to cover the cost overruns. Revenues stood at \$1.9 million over the budgeted amount, with \$800,000 attributable to Bureau of Fire Prevention and \$1.3 million to EMS revenues.

Human Resources - The unit has performed background checks on all 28 of the H3 Level 1 candidates that entered the academy. Development on the H40 Battalion Chief promotional examination is progressing. The interview and hiring process has been completed for the 1820 Junior Analyst positions in the Bureau of Fire Prevention. Due to recent losses at the fireboat, there are two vacant H120 pilot positions and one H110 Marine Engineer position due to the retirement of a long-term member. The unit is working on developing a job analysis for these positions. There has not been an H120 Pilot examination since 1980 and the Department believes it can administer both examinations within 60 to 90 days.

Division of Training - Training continues on Module 4 – Environmental and Behavior Emergencies, and Module 5 – Rapid Intervention Crews (RIC) and Mayday Procedures, which

actually involves ECD (Emergency Communications Department). The Commission is invited to observe these drills at the Treasure Island Training Facility.

NERT held 17 training sessions for the month of June. The NERT program received full funding, approximately \$428,000, and can continue the pace established last year of 60 classes.

The Fire Reserves conducted five meetings in June and responded to two greater alarms in which they laid out the 5" hydrant hose system.

Support Services - All MREs (Meal Ready to Eat) have been received by Support Services and will be distributed to the field in the first week in July. The MREs should suffice for three meals per day for three days for all members of a station.

The Bureau of Equipment (BOE) has responded to 11 working fires over the past months, due to an increase in greater alarm fires. BOE received 151 calls from the field for maintenance of tools, apparatus and equipment and 22 calls for equipment breakdown. Work is proceeding with Purchasing on the preparation of a backup contract for fuel procurement.

Homeland Security - The CBRNE (Chemical, Biological, Radiation, Nuclear, Explosive)) vehicle has arrived which was funded by an UASI grant. It is currently in Oakdale being detailed. The Department plans to receive it in two to three weeks and will outfit with equipment that is already on hand in a warehouse. The Department anticipates that it will be operational by mid-August. The unit has also been involved in the planning of the All Star game events.

Physician's Office - for the month of May there were 46 work-related injuries, of which 24 were lost time injuries and 22 with loss of work time. This is an increase of 31% from last month and the Department assumes that it is due to an increase in greater alarms.

Investigative Service Bureau - 279 members were tested since September 2006, all with negative results. The unit is involved with two investigations and will be forwarding the results to the Deputy Chief, Operations, by the end of July. DMV background checks were also performed on 40 candidates for the H3 Level 1 class starting at the academy.

Medical Leave Supervisor - There are currently 52 members on disability pay as compared 42 at this time last year, an increase of 25%.

Chief Massetani reviewed the final part of the FY 2007-08 budget process for the Commission. He explained that for the past two days, prior to the Commission meeting, the Department had met with the Budget and Finance Committee in negotiations over budget reductions that were recommended by the Budget Analyst. The Department was able to negotiate a reduction of \$947,000 to its budget, with the original reduction being \$1.5 million. Chief Hayes-White added that the final reduction of 3% to the Department's total budget was actually less than requested of many departments.

Chief Massetani proceeded to describe the various positions that were eliminated, and the Department's requests for positions to be upgraded or downgraded or traded off for higher classifications. Furthermore, there were small cuts in overtime for the Exam Unit and in DOT. The request for a new position for a member of the Department to coordinate the Health/Wellness and Fitness Program was turned down.

Commissioner Nakajo, referring to the fact that full funding had been restored by the Mayor's Office to this excellent program, wished to know the total number of volunteers that had been

trained by NERT. He wondered if it was 5,000 or 15,000 and, once trained, how long do they remain "NERT persons".

Commissioner Nakajo noted that the slides showing the condition of the Department's facilities were compelling and, to that end, he had wanted to see the facility in Chinatown (Station 2) and meet and discuss the issue with the members. Furthermore, Commissioner Nakajo requested a presentation on the Physician's Office, on their current activities, and whether the Health/Wellness and Fitness program fits under that umbrella.

Commissioner Conroy stated that in the current process underway, the Commission and the Department are seeking a Senior Physician Specialist who would play a significant role in a Health/Wellness and Fitness program. He asked Jesusa Bushong, Human Resources Manager, to explain what is being requested from the current applicants.

Ms. Bushong explained that a letter has been prepared to the candidates requesting that they submit a two-part health/wellness and fitness plan to the Commission. A committee will be convened to review and evaluate the plan, and the top candidates will be invited for an in-depth interview.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, May 19 through June 1, 2007.

b. Employee Actions

Reporting that the following employees have passed probation:

H2 Firefighter

<i>Name</i>	<i>Effective Date</i>
Aineb, Jalal E.	May 20, 2007
Jacobs, Larry C.	May 16, 2007

H3 Level 2 Paramedic

Anderson, Lawanda N.	May 22, 2007
Buzon, Rey C.	May 20, 2007
Byrne, Megan K.	May 6, 2007
Collinson, Robert E.	May 7, 2007
Diaz, Edwin A.	May 11, 2007
Fluke, Mathew P.	May 20, 2007
Hellesto, Scott K.	May 7, 2007
Jimenez, Jody R.	June 14, 2007
Lange, Jesse J.	May 6, 2007
Lockhart, James A.	May 6, 2007
Mogannam, James L.	May 16, 2007
Olivas, Nathaniel D.	May 19, 2007
Quinto, Nash D.	May 6, 2007
Stow, Jennifer M.	May 25, 2007
Tibbits, Zachary J.	May 26, 2007

Viray, Herman M.	May 7, 2007
Warden, Jennifer C.	June 3, 2007
Wer, Ashley J.	June 1, 2007
Yu, Dennis	May 6, 2007

Retirements

Communication received from Retirement Board indicating the following members have retired:

Name	Rank	Type	Retirement Date
Chrystal, Andrew J.	H2 Firefighter	Service	June 2, 2007
Young, Stephen G.	H2 Firefighter	Service	May 1, 2007
Lindgren, Carol A.	1450 Executive Secretary 1	Service	June 3, 2007

Retirement Certificate will be presented at Fire Commission Meeting of August 23, 2007

Appointments

Reporting the following provisional appointments effective June 18, 2007:

1820 Junior Administrative Analyst
Jeffrey D. Ryan (vice: Mark Corso promoted)
Catherine Davey (vice: Tania Fokin promoted)

Reinstatement

Andrew J. Birkhoff reinstated back to H2 Firefighter, effective June 8, 2007

Return to Permanent Position

Winona M. Jones returned to permanent H20 Lieutenant, effective June 9, 2007

Resignations

Reporting resignation of Permanent H3 Firefighter Paramedic Andrew J. Birkhoff, effective June 8, 2007 (reinstated to H2 Firefighter)

Reporting resignation of Provisional H30 Captain Winona M. Jones, effective June 9, 2007 (return to permanent H20 Lieutenant)

Suspensions

Reporting the following suspension:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H3 Paramedic Level 2	Sta 70	2	7/9/07 thru 7/10/07	Sec. 3926 (Tardiness & Failure to Report)

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H3 Paramedic Level 2	Sta 70	1	6/27/07	Sec. 3926 (Tardiness & Failure to Report)

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 Utility Plumber	AWSS	2	6/4/07 thru 6/5/07	Sec. 3926 (Tardiness & Failure to Report)

Separation

Reporting separation (release from probation) of H3 Level 2 Paramedic Jonathan W. Moulton, effective June 13, 2007

Prior to adjournment, Chief Hayes-White asked that the meeting be adjourned in honor and memory of the nine firefighters from Charleston, South Carolina, who lost their lives in the line of duty.

6. ADJOURNMENT

There being no further business before the Commission, President Conroy adjourned the meeting at 7:00 PM in memory and honor of Captain William Hutchinson, Captain Mike Benke, Captain Louis Mulkey, Engineer Mark Kelsey, Engineer Bradford Baity, Assistant Engineer Michael French, Firefighter James Drayton, Firefighter Brandon Thompson, Firefighter Melven Champaign of the Charleston Fire Department who lost their lives on June 18, 2007.

Tania Bauer
Commission Secretary

Fire Commission

TEXT ONLY:



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TEXT SIZE:



July 10, 2007 (Special Meeting) CONTINUED

FIRE COMMISSION SPECIAL MEETING

Tuesday, July 10, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

CONTINUED TO JULY 12, 2007 - 4:00 PM

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 07- 3: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES *[Action item]*

On June 4, 2007 Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Daniel Boreen with misconduct and violation of Department Rules and Regulations as follows:

Article 3918 - Unauthorized Leaves of Absence & Abandonment of Employment
Article 3923 - Disobedience
Article 3924 - Insubordination

Article 3926 - Tardiness and Failure to Report

a. **Public Comment on Special Meeting Agenda Item and possible Closed Session**

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

b. **Votes on closed session:**

- (1) Whether to hold the hearing on the complaint in closed session **[Action]**
- (2) Whether to conduct deliberations in closed session **[Action]**

c. **Hearing and Deliberations**

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and possible approval of agreement or other action on charges (in open or closed session, per the Commission's vote) **[Discussion and Possible Action]**

d. **If closed session is held, reconvene in open session**

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. **ADJOURNMENT**

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



July 12, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Tuesday, July 10, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

CONTINUED TO JULY 12, 2007-4:00 PM

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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2. CASE NO. 07- 3: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES *[Action item]*

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This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

b. Votes on closed session:

(1) Whether to hold the hearing on the complaint in closed session **[Action]**

(2) Whether to conduct deliberations in closed session **[Action]**

c. Hearing and deliberations

(1) Hearing on charges (in open or closed session, per the Commission's vote)

(2) Deliberations and possible approval of agreement or other action on charges (in open or closed session, per the Commission's vote) **[Discussion and Possible Action]**

d. If closed session is held, reconvene in open session

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

(2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. ADJOURNMENT

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:

**July 12, 2007 (Special Meeting 4:00 PM)**

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, July 12, 2007, at 4:00 p.m.

698 Second Street, Room 221, San Francisco, CA 94107

1. On ROLL CALL -

President	Paul A. Conroy	Present
Vice President	George Lau	Present
Commissioner	Clem Clarke	Present
Commissioner	Victor Makras	Delayed (present at 5:30 PM)
Commissioner	Stephen A. Nakajo	Excused

Also present –

Gina Roccanova, Deputy City Attorney, Labor Team, Counsel to the Department

Firefighter Daniel Boreen, Representing Himself

Marie Corlett Blits, Deputy City Attorney, Government Team, Counsel to the Commission

Tania Bauer, Secretary to the Commission

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2. CASE NO. 07-3: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS AND DECISION ON THE COMPLAINT OR OTHER ACTION ON CHARGES

A.

There was no public comment.

B.

(1) There was no motion to conduct the evidentiary hearing in closed session, and no vote.

(2) There was no motion to conduct deliberations in closed session, and no vote.

C.

(1) The Commission's evidentiary hearing with the parties present, was conducted in open session.

(2) No deliberations were conducted.

D.

There were no closed sessions conducted.

The hearing was continued to a future date to be set.

3. ADJOURNMENT

The meeting was adjourned at 6:00 p.m.

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*
No. 07-30

FIRE COMMISSION REGULAR MEETING

Thursday, July 12, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Chief of Department	Joanne Hayes-White
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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of June 14, 2007 and June 28, 2007.

Action to be taken: Approval of the minutes

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(June 21, 2007, through July 5, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Tom O'Connor, Secretary, San Francisco Firefighters Local 798, regarding a presentation to the Fire Commission by the San Francisco Firefighters' Cancer Prevention Foundation. Copy: Commissioners and Chief of Department

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location are 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: soft@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

2. From Tania Bauer, Secretary, Fire Commission, submitting attendance record for the last six months of FY 2006-07 as per the Fire Commission's Attendance Policy. Copy: Commissioners and Chief of Department.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From James Wrede and Mark Gantner, thanking firefighters from Station 36 for their efforts at the 3-alarm fire on Page Street. Copy: Commissioners, Chief of Department, Deputy Chief, Operations.
2. From Anna and Chris Bonderencko, thanking Station 32 for an informative tour of the fire house. Copy: Commissioners, Chief of Department and Deputy Chief.
3. From Rich Newton, thanking Fire Marshal for assistance with hotel occupancy policies. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and Fire Marshal.
4. From Marty Ross, A/Battalion Chief, acknowledging FFs Hodgins and Altenburg of the BOE for their efforts in returning Truck 10 to service. Copy: Commissioners, Chief of Department, Deputy Chief and Operations.
5. From Dr. Elisa Stephens, President, Academy of Art University, thanking fire inspectors for expediting permits for the University's Fashion Show. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and Fire Marshal.
6. From Yvonne, Deputy City Attorney, thanking members of the Department for their assistance in Superior Court case regarding sprinklers in residential hotels. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and Fire Marshal.
7. From James Moore, Thanking Medic 17 and Engine 44 for their efforts in a medical emergency. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.
8. From Michael Freeman, Fire Chief, County of Los Angeles, congratulating Chief Hayes-White on her appointment to the FEMA National Advisory Council. Copy: Commissioners, Chief of Department, Deputy Chief, Operations.
9. From Anni Chung, President, Self-Help for the Elderly, regarding Seb Wong's appointment as EMS Operations Chief and acknowledging his work in the community. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.

5. PRESENTATION BY SAN FRANCISCO FIRE FIGHTERS' FIRE FIGHTER CANCER FOUNDATION REGARDING WORK RELATED CANCER ISSUES [Discussion]

6. PROPOSED LEGISLATION FOR FIRE CODE [Discussion and Possible Action]

Proposed legislation amending the San Francisco Fire Code to change local building standards applicable to high-rise structures, to require firefighter safe elevators in certain high-rise buildings.

Barbara Schultheis, Assistant Deputy Chief, Fire Marshal

Action to be taken: Approval of proposed legislation

7. STATEMENT OF INCOMPATIBLE ACTIVITIES [Discussion and Possible Action]

Submitting Statement of Incompatible Activities for the San Francisco Fire Commission and Fire Department as requested by the Ethics Commission under the provision of San Francisco Campaign & Governmental Conduct Section 3.218

Action to be taken: Approval of Statement of Incompatible Activities

8. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events; budget issues; Divisions within the Department and the EMS Reconfiguration

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period June 13, 2007 through July 10, 2007.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, June 2 through June 29, 2007.

b. Employee Actions

Reporting the following PERMANENT PROBATIONARY appointment effective JUNE 25, 2007:

H120 Pilot of Fireboats

Jean P. Pinto (vice: Jennifer Howard released)

H3 Level 1 EMT

Nicholas B. Alexander (vice: Scott Richard retired)

Reno E. Blanchfield (vice: tx'd from H2 position)

Ira J. Burroughs (vice: tx'd from H2 position)

Evan F. Connor (vice: tx'd from H2 position)

Jason A. Cortez (vice: tx'd from H2 position)

Justin C. Davidson (vice: tx'd from H2 position)

Joseph C. Del Grande (vice: tx'd from H2 position)

Michelle N. Estrada (vice: tx'd from H2 position)

Jennifer M. Greene (vice: tx'd from H2 position)

John G. Groshong (vice: tx'd from H2 position)

Symoun L. Hawthorne (vice: tx'd from H2 position)

Michael D. Hughes (vice: tx'd from H2 position)

Jennifer M. Ishikawa (vice: tx'd from H2 position)

Ryan J. Jamison (vice: tx'd from H2 position)

John P. Kavanaugh (vice: tx'd from H2 position)

Arthur King Jr. (vice: tx'd from H2 position)

Kevin A. Klyse (vice: tx'd from H2 position)

Jason L. Landivar (vice: tx'd from H2 position)

Richard McCoo (vice: tx'd from H2 position)

Rina N. Mendoza (vice: tx'd from H2 position)

Daniel S. Nakagawa (vice: tx'd from H2 position)

Ryan C. Needham (vice: tx'd from H2 position)
 James C. Novello, Jr. (vice: tx'd from H2 position)
 Niko L. Shark (vice: James Ward dismissed)
 Lesley A. Sudduth (vice: tx'd from H2 position)
 Ryan E. Towner (vice: William Lafferty retired)
 Edgardo F. Vergara (vice: Matthew Monroe retired)
 Scott D. Ward (vice: John Graf resigned)

Retirements

Communication received from Retirement Board indicating the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Gutierrez Sr., Richard	H30 Captain	Service	June 19, 2007
Healy, William J.	H2 Firefighter	Service	June 12, 2007
King, Joseph L.	H2 Firefighter	Service	June 12, 2007
Morrison, Joseph E.	H20 Lieutenant	Service	June 23, 2007
Pistoia, Charles C.	H6 Investigator	Service	June 20, 2007
Smith, Terrance M.	H4 Inspector	Service	June 9, 2007

Retirement Certificate will be presented at Fire Commission Meeting of August 23, 2007

Leaves

Reporting requests for leaves of absence with pay for the time period from March 2007 through December 2007.

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1426 Senior Clerk Typist	131
1	1820 Jr. Administrative Analyst	35
1	7388 Utility Plumber	27
19	H2 Firefighter	389
2	H3 Firefighter/Paramedic	25
1	H30 Captain	12
	Total Number of Days with Pay	619

Reporting requests for intermittent leaves with pay for the time period from April, 2007 through October, 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of Leave</i>
1	H2 Firefighter	May 17, 2007–May 16, 2008
1	H2 Firefighter	June 17, 2007–June 16, 2008
1	H2 Firefighter	July 10, 2007– Sep 30, 2007
1	H2 Firefighter	Oct 1, 2007 – July 9, 2008
1	H2 Firefighter	July 1, 2007 – July 1, 2008
1	H2 Firefighter	June 7, 2007 – June 6, 2008
1	H2 Firefighter	Dec 24, 2007 – Oct 16, 2008
1	H4 Fire Inspector	July 1, 2007 – June 30, 2008
1	H10 Incident Support Specialist	Apr 30, 2007 – Feb 19, 2008
1	H20 Lieutenant	June 18, 2007–June 17, 2007
1	H20 Lieutenant	June 27, 2007–June 27, 2007
1	H30 Captain	May 25, 2007–May 25, 2008

Reporting requests for leaves of absence without pay for May 2007 through September 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
4	H2 Firefighter	144
	Total number of Days w/o Pay	144

Separation

Reporting termination of Permanent H2 Firefighter Christina Hijjawi, effective June 21, 2007.

Resignation

Reporting resignation of Permanent H3 Firefighter Paramedic Richard Gering, effective June 29, 2007.

c. Accidents

<i>Unit</i>	<i>Incident #</i>	<i>Date</i>	<i>Vehicle</i>	<i>Description</i>
B04	00607143	2007-05-05	0145913	Battalion 4 came to an intersection with red light. After stopping, Battalion 4 gained control of intersection, advanced slowly through first three lanes and was struck by a vehicle in fourth lane.
E38	00607138	2007-05-01	0145538	Driver of Engine 38 struck a parked vehicle while backing into quarters.
E09	00607139	2007-05-02	0145525	Engine 9 pulled forward to allow a parked car to leave. A ladder on top of civilian truck struck Officer's side rear of engine.
FP	00607142	2007-05-04	0145288	Inspector rear-ended a stopped vehicle while traveling approximately 5 mph.
M21	00607141	2007-05-04	0145750	While Medic 21 was backing into quarters, it struck apparatus door with light bar.
E24	00607137	2007-04-30	0145597	While at a working fire, Engine #24 began to back-up to facilitate access for other rigs when they were struck by a civilian vehicle.
M32	00607140	2007-05-02	0145722	While backing into quarters, Medic 32 struck apparatus door prior to being fully opened.
E01	00607150	2007-05-17	0145555	While driving forward, apparatus operator of Engine 1 struck a parked SFPD patrol car.
RS1	00607145	2007-04-28	0145881	While driving forward, the apparatus operator made an unsafe lane change and struck a moving vehicle.
E41	00607152	2007-05-22	0145558	While making a U-turn in an intersection, Engine 41 struck a fire hydrant.
M28	00607148	2007-05-08	0145741	While parked at an incident, Medic 28 was

struck by another vehicle which damaged the mirror (hit and run).

T03	00607134	2007-04-20	0145632	While parked at an incident, Truck 3 was struck by a vehicle trying to pass by.
E38	00607151	2007-05-19	0145538	While parked, Engine 38 was hit by an unattended vehicle that was not properly secured (parking brake).
E11	00607135	2007-04-26	0145545	While responding Code 3, Engine 11 struck the mirror of a yielded vehicle.
E15	00607144	2007-05-06	0145510	While responding Code 3, Engine 15 scraped the side of a parked vehicle while moving through a tight space.
E24	00607147	2007-05-07	0145597	While responding Code 3, Engine 24 was struck by another vehicle in the intersection.
E03	00607146	2007-05-04	0145596	While responding Code 3, Engine 3 was struck by another vehicle.
M28	00607136	2007-04-29	0145741	While traveling south on Gough Street, Medic 28 struck and broke mirror on a parked Tour Bus.
E06	00607149	2007-05-14	0145549	While turning right, Engine 6 struck a parked vehicle.

9. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*
No. 07-30

MINUTES OF THE FIRE COMMISSION REGULAR MEETING

Thursday, July 12, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:05 PM

Item No.

1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Clem Clarke
Commissioner	Victor Makras

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Commissioner A. Nakajo was excused due to illness (notified absence).

Joanne Hayes-White	Chief of Department
Richard Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff

Patrick Casserly	Division of Airports
Barbara Schultheis	Division of Fire Prevention and Investigation
Peter Howes	Division of Emergency Medical Services
Thomas Siragusa	Division of Training
Lorrie Kalos	Division of Support Services

Chief Officers – Firefighting Services

James A. Barden	Division 2
Art Kenney	Division 3

EMS Officers

Sebastian Wong	Section Chief, Operations
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2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of June 14, 2007 and June 28, 2007.

Approval of the Minutes of June 28, 2007 was continued to the next meeting.

Commissioner Lau moved and Commissioner Clarke seconded. There were no questions or discussion and the Minutes of the June 14, 2007 meeting were approved as presented by a vote of 4-0 (Conroy Lau, Clarke, Makras)

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(June 21, 2007, through July 5, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Tom O'Connor, Secretary, San Francisco Firefighters Local 798, regarding a presentation to the Fire Commission by the San Francisco Firefighters' Cancer Prevention Foundation. Copy: Commissioners and Chief of Department.
2. From Tania Bauer, Secretary, Fire Commission, submitting attendance record for the last six months of FY 2006-07 as per the Fire Commission's Attendance Policy. Copy: Commissioners and Chief of Department.

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4. From Marty Ross, A/Battalion Chief, acknowledging FFs Hodgins and Altenburg of the BOE for their efforts in returning Truck 10 to service. Copy: Commissioners, Chief of Department, Deputy Chief and Operations.
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6. From Yvonne, Deputy City Attorney, thanking members of the Department for their assistance in Superior Court case regarding sprinklers in residential hotels. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and Fire Marshal.
7. From James Moore, Thanking Medic 17 and Engine 44 for their efforts in a medical emergency. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.
8. From Michael Freeman, Fire Chief, County of Los Angeles, congratulating Chief Hayes-White on her appointment to the FEMA National Advisory Council. Copy: Commissioners, Chief of Department, Deputy Chief, Operations.
9. From Anni Chung, President, Self-Help for the Elderly, regarding Seb Wong's appointment as EMS Operations Chief and acknowledging his work in the community. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.

There was no public comment.

5. PRESENTATION BY SAN FRANCISCO FIRE FIGHTERS' FIRE FIGHTER CANCER FOUNDATION REGARDING WORK RELATED CANCER ISSUES [Discussion]

The presentation was continued to the July 26th meeting.

6. PROPOSED LEGISLATION FOR FIRE CODE [Discussion and Possible Action]

Proposed legislation amending the San Francisco Fire Code to change local building standards applicable to high-rise structures, to require firefighter safe elevators in certain high-rise buildings.

Barbara Schultheis, Assistant Deputy Chief, Fire Marshal, provided the presentation

Chief Schultheis proceeded to describe the proposed legislation to the Commission. The proposed ordinance would require that new high-rise buildings 200 feet or more in height be provided with at least one elevator that is constructed so that it is better protected from fire, smoke and water under fire conditions than what is currently required by code.

Chief Schultheis pointed out that the most substantial requirements are to pressurize the elevator shaft, machine room and elevator lobbies, similarly to the way stair enclosures are pressurized in these buildings when a fire alarm initiating system is activated. In addition, water would be diverted away from the shaft, by slightly sloping floors, towards strategically placed drains. The fire resistant construction of elevator lobbies would be increased from the current requirements, and a means to monitor the conditions in the elevator lobbies and the machine room would have to be provided.

Chief Schultheis noted that San Francisco is at the beginning of a building boom and it is projected that by 2020 there will be many buildings in San Francisco over 60 stories high. The proposal addresses two issues: (1) current standard operating procedures for the San Francisco Fire Department in high-rise buildings during fire scenarios; and (2) the design of many of the new buildings, which tend to be tall and slender with small floor areas. As an example of (1) above, the SFFD High-Rise Manual states that "a good policy for incident commanders to follow is to never allow firefighters to use an elevator if its shaft penetrates a fire floor".

Chief Schultheis identified One Rincon on a slide and projected a floor plan of the building, which is currently under construction. She showed a typical floor plan of the building, with the center core containing four elevators. Chief Schultheis pointed out that all four elevators travel from the bottom to the top of the building, and according to current SFFD procedures, there would be no elevator that firefighters could use because all elevators are open to every floor. The difference between these new buildings and the existing very tall buildings is that they have banked elevators that serve progressive sets of floors. In buildings with large occupational loads, such as office buildings, the banked design provides for more efficient elevator travel. However, the new proposed buildings have much smaller occupant loads per floor and, with new technology, developers are able to use precious square footage for other purposes.

Chief Schultheis noted that climbing stairs to fight a fire on the upper floors of a very tall building is less than desirable. The NFPA estimates that it takes an average of two minutes per floor for a firefighter in full gear to ascend stairs in a tall building. The quick delivery of firefighters to the upper floors of a building could limit fire growth and hasten extinguishment. In

addition, occupants in need of rescue or emergency medical assistance would be better served than if they had to wait for fire and other emergency personnel to walk up.

Chief Schultheis stated that this proposal is cutting edge and adds considerable cost to a project, which is why the Department has made every effort to obtain support from as many stakeholders as possible, including the Department of Building Inspection's Code Advisory Committee and the Building Owners and Managers Association (BOMA). The other aspect would be a concentrated and extensive retraining effort for firefighters and the re-writing of Standard Operating Procedures.

Chief Schultheis wished to mention a significant issue so that there should not be any surprises. She stated that the Department has decided that the rescue air system will not be required in buildings where a firefighter elevator is provided. The theory is that firefighters will be able to carry air bottles and other necessary equipment, such as hose packs and forcible entry tools, up in the elevator. The Department believes the firefighter elevator to be superior to the air rescue system because it allows firefighters to gain access to the upper floors of a building with their tools and equipment.

In closing, Chief Schultheis noted that if this ordinance is approved by the Board of Supervisors, San Francisco would be the first major city in the United States to adopt such regulations. Numerous committees around the country are working to develop codes to address this issue but as of the moment none have implemented such codes. She stated that if the Department is to affect the buildings currently proposed, it must not wait for the codes to catch up, since only the codes can be enforced which were in effect prior to the submittal of the plans to the Department of Building Inspection. Chief Schultheis requested the Commission's support for this important legislation.

Please note: The Ordinance and the Legislative Digest are attached to the Minutes of the Meeting

Discussion ensued with Commissioners asking questions and Chief Schultheis responding.

Commissioner Lau wished to know who the downtown interests were that are in opposition to the proposed legislation. Chief Schultheis responded that actually there was no one fighting it since the Department had identified all the stakeholders, brought them together and explained the legislation to them over the course of many meetings.

Commissioner Makras wished to commend the Chief and the Fire Marshal for a ground breaking effort to address the issue of the Department being more responsive to high-rise incidents.

Commissioner Makras compared the rescue air system to the proposed system and believes that the firefighter safe high-rise elevators will give the Department the opportunity to quickly respond to all other incidents that are related to a high-rise fire, since the effectiveness of the sprinkler system has proven itself by containing high-rise fires to the floor of origin.

Commissioner Makras fully supported the proposed legislation but recommended that the mandated level of 200 feet or higher should be brought down to 75 feet since a secure elevator shaft that will bring firefighters to the fire scene quicker is in everyone's interest. Furthermore, he was pleased to see that an option was included for developers in selecting either the rescue air system or the secure elevator shaft; yet in setting policy, the policy of the Commission and the Department should be that every building should have the quickest response possible. To this end, Commissioner Makras recommended that the highest standard should be used and that the developers should not be given a choice. He added that he fully approves the

proposed legislation and wishes it go forward tonight without amendments now but it can be refined at a later date.

Commissioner Conroy wished to know if this type of elevator system was being used anywhere else. Chief Schultheis responded that it is being used in Europe but nowhere in the United States even though there has been considerable discussion but no jurisdiction has adopted it yet.

Commissioner Conroy wished more clarification of how the elevator would not be affected by smoke, heat or fire. Chief Schultheis explained that the elevator itself is not affected because at every floor there is a lobby that is fire rated two hours with a 90-minute smoke door on it. At every floor there is a vestibule that would keep out heat and smoke. The elevator shaft as well as the lobby would be pressurized. Typically, there would be leakage from the pressurized shaft through the elevator doors to pressurize the lobbies.

Commissioner Conroy wished to know if due to a seismic event, or some other event, the elevator was incapacitated, what would be in place to provide air replenishment in the upper floors, especially, if the rescue air system was not being used. Chief Hayes-White responded that what would be used is the current system in place, and that is, shuttling the air bottles up the stairs. Commissioner Conroy also asked whether there was input from any firefighter Health and Safety Committee on this proposal. Chief Schultheis responded that the Health and Safety Committee for the union has deferred to the members who make up the High-rise Committee, which supports the elevator system.

Chief Hayes-White added that if the Commission approves the proposal before it, a revision of the Fire Code would need to go before the Board of Supervisors, the legislative body of the city. She informed the Commission that Chief Schultheis and she had met with the President of the Board, Supervisor Peskin and with Supervisor Bevan Dufty. These two Supervisors have agreed to sponsor the legislation, should the Fire Commission pass it. Chief Hayes-White acknowledged Chief Schultheis and her expertise in the area of fire prevention, building codes and fire codes.

Commissioner Makras moved and Commissioner Clarke seconded. There were no further questions or discussion and the Proposed Legislation for the Fire Code was approved by a vote of 4-0 (Conroy, Lau, Clarke, Makras).

7. STATEMENT OF INCOMPATIBLE ACTIVITIES [Discussion and Possible Action]

Submitting Statement of Incompatible Activities for the San Francisco Fire Commission and Fire Department as requested by the Ethics Commission under the provision of San Francisco Campaign & Governmental Conduct Section 3.218

Discussion ensued with Commissioners Makras and Conroy commenting and Deputy City Attorney Rebecca Katz responding. Commissioner Makras wished some specific clarifications and revisions and approval of the Statement of Incompatible Activities was continued to the meeting of July 26, 2007

There was no public comment.

8. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events;

budget issues; Divisions within the Department and the EMS Reconfiguration.

Joanne Hayes-White, Chief of the Department, presented the report.

H30 Captain Process – Chief Hayes-White stated that she has made 56 permanent appointments, effective July 12th; she was proud that this happened during her tenure as Chief. Furthermore, she appointed 11 Battalion Chiefs and 25 Acting Captains. She thanked the Commission for their support and appreciated their effort in working with the Department to achieve this.

The Department anticipates that with permanent Captains in almost every fire house, stability and accountability will prevail. Prior to the appointment of these permanent and Acting Captains, the Department relied on Like Work Like Pay (LWLP), that is, in for a day Captains. These circumstances were always difficult for the crew as well as for the officer.

H40 Battalion Chief Examination - Chief Hayes-White noted that she, the Deputy Chief, Administration, and Jesusa Bushong, Department Personnel Officer, will be meeting with a consultant about the development and execution of the H40 Battalion Chief examination. The examination is tentatively scheduled to be administered in the third quarter of FY 2007-08.

H20 Lieutenant Examination - Work has started on the development of the H20 Lieutenant examination, tentatively scheduled for the end of FY 2007-08. It will be a challenging process since the Department anticipates between 1000 and 1100 members sitting for the examination.

Furthermore, the Department discovered that the promotional process is extremely time consuming, starting with placements and assignments, and continuing to distribution and collection of badges, helmet shields, etc. As laborious as the process has been, the Department anticipates that the Lieutenants process will be three to four times the magnitude, and considers the current Captain's process as good practice.

H3 Level 1 – The academy is in the third week, with all candidates progressing well. Graduation is planned on August 24th and, it is hoped, that all 28 candidates will graduate.

Local 798 MOU Negotiations – On July 3rd, negotiations concluded, and the membership is reviewing the contract. It is a four-year contract that will take effect on July 1, 2007. It is anticipated that the members of Local 798 will approve the contract, as well as, the Board of Supervisors to whom the contract will be forwarded for their approval.

4th of July – Planning for the event started early this year, with meetings that Chief Kochevar and Chief Schultheis held with the Police Department to limit access to Candlestick Point area, which proved to be a very dangerous place last year. Furthermore, planning will start soon for next year since the amount of professional-grade fireworks is increasing every year throughout the city.

Part of the planning effort was a Press Conference held on July 29th, developed and arranged by Chief Schultheis, Fire Marshal, and Lieutenant Talmadge, PIO (Public Information Officer). It was a joint press conference between the Fire Department, the Police Department and the District Attorney's Office. Attendance was good but press coverage was negligible, except for a story by the Examiner. The intent of the conference was to point out (1) the number of injuries that were associated with the 4th of July and fireworks, (2) that fireworks were illegal even those marked as safe and pointing out the laws associated with illegal use, and (3) the fines and prosecution of offenders by the DA.

All Star Game - Chief Hayes-White acknowledged Operations, and specifically Chief Kochevar, Chief Howes and Chief Franklin, for planning and participating in many meetings with numerous local and federal agencies, for the All Star Game and its attendant festivities which were scheduled for a week. Everything went well even though the Department, as well as other agencies, was prepared for any homeland security breach. In closing, Chief Hayes-White noted that the All Star event was very successful week for the city, showcasing it and providing a good source of revenue.

Discussion ensued with Commissioners asking questions and Chief Hayes-White responding.

Commissioner Makras wished clarification on professional grade fireworks, their effect and what the Department plans to do about curtailing them since San Francisco is a city of tolerance and believes in non-confrontational action. Chief Hayes-White responded that she and Chief Fong will be meeting with Supervisor Dufty to discuss these issues, since every year there seem to be more and more of these dangerous types of fireworks. She believes that the city needs to be less tolerant and considerably more restrictive, since more injuries and property damage are occurring.

Commissioner Makras wished to know if any fireworks had been confiscated or any arrests made related to illegal fireworks. He believes that until a viable plan is developed to take fireworks off the street and not just to divert them to another area of the city, not much curtailment can be expected. Chief Hayes-White agreed and noted that this was also Supervisor Dufty's point, that just to state that fireworks are illegal is not enough, action must be taken otherwise they are meaningless words.

Commissioner Conroy congratulated Chief Hayes-White and her administration on a great accomplishment, that is, the appointment of permanent captains. He believed these promotions will do a great deal for the Department's morale and effectiveness.. He appreciated what his fellow Commissioners have done in support of this effort. Chief Hayes-White added that she wishes to acknowledge the promotions at a promotional ceremony sometime in the Fall.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reported on overall operations during the period June 13, 2007 through July 10, 2007. There were four greater alarm fires in the reporting period. The 3rd alarm fire on Treasure Island had one firefighter injury, as well as the 3rd alarm on 45 Conklin Street. More detailed information on the greater alarm fires and news releases are available in the Operations Report.

The San Francisco Fire Department provided operational support for the July 4th celebration activities in the Fisherman's Wharf area. A Battalion Chief and a Rescue Captain were assigned to the Police mobile command center. Two ambulances were staged in the area for rapid deployment as well as two engines for fire suppression support.

Chief Kochevar traversed the city and observed illegal fireworks activity in numerous locations throughout the city, as well as responding to several fireworks related incidents. Selected streets in the Bayview Hunters Point and Candlestick Point were closed off by police to prevent people from gathering in the areas that were such a problem last year. Even though this preventive action was effective, Chief Kochevar observed the use of commercial grade fireworks in places surrounding the closed-off area.

Two requests were received from the State Office of Emergency Services (OES) for the response of OES 248 to (1) the "Angora Fire" in South Lake Tahoe for structure protection and

clean-up activity, and (2) to the mobilization center in Riverside in anticipation of "dry lightning strikes".

Emergency Medical Services

(1) the H3 Level 1 class is in the third week of training and Chief Kochevar visited the class for a progress check; (2) four new ambulances are being outfitted with Mobile Data Terminals (MDTs) and radios and will be in service shortly; and (3) Dr. Sporer wished to acknowledge the following members from Engine 31: Heidi Barnett, Marcella McCormack, Ronald Caditan and Gabriel Lopez and from Medic 22: Robert Mello and William Rader, as well as Rescue Captain Ehrhardt Groothoff for job well done at incident involving an older male in cardiac arrest.

Division of Fire Prevention and Investigation

The Bureau Fire Prevention (BFP) continues normal activities including building inspections, plan review, permit issuance and code enforcement. During the month of May, the Bureau also included among its activities (1) the Senior Home Safety Grant program, which is beginning to make an impact, and has reached 2857 seniors in 104 presentations; and (2) assisted in organizing a press conference with the Fire Department, Police Department and the District Attorney's Office in an effort to curtail illegal fireworks, especially commercial grade fireworks.

Special Operations

Special Operations has participated in (1) the Camp Parks Drill and acted as Safety Officer; (2) attended a meeting with Structural Specialist regarding operations during a major incident; (3) supervised Fire Department operations during the All Star Game events; and (4) planned and coordinated the HazMat exercise Scheduled for July 15th.

San Francisco International Airport

The Activities Summary for responses at SFO, as well as other activities are included in the Operations Report which Chief Kochevar submitted.

In closing, Chief Kochevar reviewed various photographs of activities and incidents for the Commission that he had included in his Operations Report.

Commissioner Conroy wished to know if the rescue boat, referring to photographs in the Operations Report, was purchased with UASI funds, where it is currently located and whether it can respond to perform rescues. Chief Kochevar responded that it was purchased with Homeland Security funds, is currently stored in Station 29 and is launched from the Mariposa launch. At this time, it takes approximately ½ hour to launch the boat and, therefore, the boat is not being dispatched for emergencies. The boat was designed for a rapid response, and there is on-going discussion where the boat should be located. Chief Kochevar believes that this boat should be at Station 35, along with the fireboats. The crew of Station 35 would be available for a quick response, with a paramedic and other members on board.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, June 2 through June 29, 2007.

b. Employee Actions

Reporting the following PERMANENT PROBATIONARY appointment effective JUNE 25, 2007:

H120 Pilot of Fireboats

Jean P. Pinto (vice: Jennifer Howard released)

H3 Level 1 EMT

Nicholas B. Alexander (vice: Scott Richard retired)
Reno E. Blanchfield (vice: tx'd from H2 position)
Ira J. Burroughs (vice: tx'd from H2 position)
Evan F. Connor (vice: tx'd from H2 position)
Jason A. Cortez (vice: tx'd from H2 position)
Justin C. Davidson (vice: tx'd from H2 position)
Joseph C. Del Grande (vice: tx'd from H2 position)
Michelle N. Estrada (vice: tx'd from H2 position)
Jennifer M. Greene (vice: tx'd from H2 position)
John G. Groshong (vice: tx'd from H2 position)
Symoun L. Hawthorne (vice: tx'd from H2 position)
Michael D. Hughes (vice: tx'd from H2 position)
Jennifer M. Ishikawa (vice: tx'd from H2 position)
Ryan J. Jamison (vice: tx'd from H2 position)
John P. Kavanaugh (vice: tx'd from H2 position)
Arthur King Jr. (vice: tx'd from H2 position)
Kevin A. Klyse (vice: tx'd from H2 position)
Jason L. Landivar (vice: tx'd from H2 position)
Richard McCoo (vice: tx'd from H2 position)
Rina N. Mendoza (vice: tx'd from H2 position)
Daniel S. Nakagawa (vice: tx'd from H2 position)
Ryan C. Needham (vice: tx'd from H2 position)
James C. Novello, Jr. (vice: tx'd from H2 position)
Niko L. Shark (vice: James Ward dismissed)
Lesley A. Sudduth (vice: tx'd from H2 position)
Ryan E. Towner (vice: William Lafferty retired)
Edgardo F. Vergara (vice: Matthew Monroe retired)
Scott D. Ward (vice: John Graf resigned)

Retirements

Communication received from Retirement Board indicating the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Gutierrez Sr., Richard	H30 Captain	Service	June 19, 2007
Healy, William J.	H2 Firefighter	Service	June 12, 2007
King, Joseph L.	H2 Firefighter	Service	June 12, 2007
Morrison, Joseph E.	H20 Lieutenant	Service	June 23, 2007
Pistoia, Charles C.	H6 Investigator	Service	June 20, 2007
Smith, Terrance M.	H4 Inspector	Service	June 9, 2007

Retirement Certificate will be presented at Fire Commission Meeting of August 23, 2007

Leaves

Reporting requests for leaves of absence with pay for the time period from March 2007 through December 2007.

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1426 Senior Clerk Typist	131
1	1820 Jr. Administrative Analyst	35
1	7388 Utility Plumber	27

19	H2 Firefighter	389
2	H3 Firefighter/Paramedic	25
1	H30 Captain	12
Total Number of Days with Pay		619

Reporting requests for intermittent leaves with pay for the time period from April, 2007 through October, 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of Leave</i>
1	H2 Firefighter	May 17, 2007–May 16, 2008
1	H2 Firefighter	June 17, 2007–June 16, 2008
1	H2 Firefighter	July 10, 2007– Sep 30, 2007
1	H2 Firefighter	Oct 1, 2007 – July 9, 2008
1	H2 Firefighter	July 1, 2007 – July 1, 2008
1	H2 Firefighter	June 7, 2007 – June 6, 2008
1	H2 Firefighter	Dec 24, 2007 – Oct 16, 2008
1	H4 Fire Inspector	July 1, 2007 – June 30, 2008
1	H10 Incident Support Specialist	Apr 30, 2007 – Feb 19, 2008
1	H20 Lieutenant	June 18, 2007–June 17, 2007
1	H20 Lieutenant	June 27, 2007–June 27, 2007
1	H30 Captain	May 25, 2007–May 25, 2008

Reporting requests for leaves of absence without pay for May 2007 through September 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
4	H2 Firefighter	144
Total number of Days w/o Pay		144

Separation

Reporting termination of Permanent H2 Firefighter Christina Hijjawi, effective June 21, 2007.

Resignation

Reporting resignation of Permanent H3 Firefighter Paramedic Richard Gering, effective June 29, 2007.

c. Accidents

<i>Unit</i>	<i>Incident #</i>	<i>Date</i>	<i>Vehicle</i>	<i>Description</i>
B04	00607143	2007-05-05	0145913	Battalion 4 came to an intersection with red light. After stopping, Battalion 4 gained control of intersection, advanced slowly through first three lanes and was struck by a vehicle in fourth lane.
E38	00607138	2007-05-01	0145538	Driver of Engine 38 struck a parked vehicle while backing into quarters.
E09	00607139	2007-05-02	0145525	Engine 9 pulled forward to allow a parked car to leave. A ladder on top of civilian truck struck Officer's side rear of engine.

FP	00607142	2007-05-04	0145288	Inspector rear-ended a stopped vehicle while traveling approximately 5 mph.
M21	00607141	2007-05-04	0145750	While Medic 21 was backing into quarters, it struck apparatus door with light bar.
E24	00607137	2007-04-30	0145597	While at a working fire, Engine #24 began to back-up to facilitate access for other rigs when they were struck by a civilian vehicle.
M32	00607140	2007-05-02	0145722	While backing into quarters, Medic 32 struck apparatus door prior to being fully opened.
E01	00607150	2007-05-17	0145555	While driving forward, apparatus operator of Engine 1 struck a parked SFPD patrol car.
RS1	00607145	2007-04-28	0145881	While driving forward, the apparatus operator made an unsafe lane change and struck a moving vehicle.
E41	00607152	2007-05-22	0145558	While making a U-turn in an intersection, Engine 41 struck a fire hydrant.
M28	00607148	2007-05-08	0145741	While parked at an incident, Medic 28 was struck by another vehicle which damaged the mirror (hit and run).
T03	00607134	2007-04-20	0145632	While parked at an incident, Truck 3 was struck by a vehicle trying to pass by.
E38	00607151	2007-05-19	0145538	While parked, Engine 38 was hit by an unattended vehicle that was not properly secured (parking brake).
E11	00607135	2007-04-26	0145545	While responding Code 3, Engine 11 struck the mirror of a yielded vehicle.
E15	00607144	2007-05-06	0145510	While responding Code 3, Engine 15 scraped the side of a parked vehicle while moving through a tight space.
E24	00607147	2007-05-07	0145597	While responding Code 3, Engine 24 was struck by another vehicle in the intersection.
E03	00607146	2007-05-04	0145596	While responding Code 3, Engine 3 was struck by another vehicle.
M28	00607136	2007-04-29	0145741	While traveling south on Gough Street, Medic 28 struck and broke mirror on a parked Tour Bus.
E06	00607149	2007-05-14	0145549	While turning right, Engine 6 struck a

parked vehicle.

Prior to adjournment, Chief Hayes-White asked that the meeting be adjourned to honor the memory and dedicated service to the Richmond Fire Department of Deputy Fire Marshal Ron Wiley, who lost his life in an automobile accident.

9. ADJOURNMENT

There being no further business to come before the Commission, President Conroy adjourned the meeting at 8:05 PM in memory and honor of Deputy Fire Marshal Ron Wiley.

[Changing local building standards related to elevators for specified high-rise structures.]

Ordinance amending the San Francisco Fire Code by amending Section 9001.1.4 to exempt certain high-rise structures having a fire-safe elevator from requirements for a self contained breathing air replenishment system; amending the San Francisco Fire Code by adding Section 9001.15 to change local building standards applicable to require that certain high-rise structures include an elevator safe for Fire Department use under fire conditions; making findings as to local conditions pursuant to California Health and Safety Code Section 17958.7; and making environmental findings.

Note: Additions are single-underline italics Times New Roman;
deletions are ~~striketrough italics Times New Roman~~.
Board amendment additions are double underlined.
Board amendment deletions are ~~striketrough normal~~.

Be it ordained by the People of the City and County of San Francisco:

Section 1. Environmental Findings. The Planning Department has determined that the actions contemplated in this Ordinance are in compliance with the California Environmental Quality Act (California Public Resources Code sections 21000 et seq.). Said determination is on file with the Clerk of the Board of Supervisors in File No. _____ and is incorporated herein by reference.

Section 2. Findings. The City and County of San Francisco is unique among California communities with respect to the causes and effects of fires in high-rise buildings. Among other things, (1) San Francisco is located on an active seismic zone; (2) certain buildings in San Francisco are at an increased risk for earthquake-induced failure and

consequent fire because of local hazardous microzones, slide areas, and local liquefaction hazards; (3) additional fire, structural and other protections are required due to high building density and high occupancy in many buildings; and (4) San Francisco has narrow and crowded sidewalks due to building and population density and unusual topography. Because of the great density of buildings, occupants, and pedestrians in San Francisco, fires in San Francisco can be especially devastating.

Several areas in San Francisco are increasingly experiencing high-rise and super-high-rise development. Certain buildings in the planning stages are slated to reach over 30 stories, with some reaching over 100 stories. Because of their height and location within San Francisco, these buildings present unique fire-safety concerns.

The speed with which firefighters are able to reach a fire at the top floors of a building correlates with increased public safety and building survival. Studies by the National Fire Prevention Association show that it takes a firefighter in full gear an average of two minutes to ascend each floor in a high-rise building. In a 20-story building, it would take a firefighter approximately forty minutes to reach the top floor using the stairs. In a 100-story building, it could take a firefighter up to three hours to reach the top floors using the stairs. Despite the time required to reach a fire using the stairs, firefighters are reluctant to use an elevator during fire conditions due to concerns that the elevator may malfunction or present a safety risk. An elevator can be designed, however, in a manner that will divert water, smoke and heat away from the elevator, making it more likely to be safe for use under fire conditions.

An elevator that is safe for use by firefighters during fire conditions will drastically decrease the time it takes firefighters to reach the top floors of a high-rise or super-high-rise building. When they reach the fire site, firefighters will not be fatigued from climbing. Using an elevator, firefighters can also quickly transport air bottles and other equipment necessary

in a fire, greatly assisting the fire fighting effort. Using an elevator, the Fire Department can rotate personnel fighting the fire, which enhances firefighter safety. Fire growth, time and temperature curves, and firefighter exhaustion considerations justify the need for providing an elevator that is designed so it can likely be usable under fire conditions. In addition, an elevator that is safe under fire conditions can be used to more readily transport injured or nonambulatory persons from the top floors of high-rise and super-high-rise structures under fire conditions.

California Health and Safety Code Section 13216 permits the City and County to impose greater restrictions with respect to high-rise structures than are imposed by the State building standards related to fire or panic safety or the regulations of the State Fire marshal. Consistent with such authorization, and recognizing the above-stated unique fire safety characteristics of high-rise and super-high-rise structures in San Francisco, this ordinance is enacted with the purpose of protecting occupants of those buildings, as well as the general public and firefighters, and minimizing building and other property damage cause by fire.

California Health and Safety Code Sections 17958 and 17958.5 allow the City to make changes or modifications in the requirements contain in the provisions published by the California Building Standards Commission, including the California Fire Code, when those changes or modifications are reasonably necessary because of local climatic, geological or topographical conditions. California Health and Safety Code Section 17958.7 provides that before making any such changes or modifications, the governing body must make an express finding that such changes or modifications are reasonably necessary because of the specified local conditions, and those finding shall be filed with the California Building Standards Commission. Pursuant to the applicable California Health and Safety Code Section, the Board of Supervisors finds and determines that the conditions described above constitute a

general summary of the most significant local conditions giving rise to the need for variance from the California Fire and Building Codes and any other applicable provisions published by the California Building Standards Commission. Further, the Board of Supervisors finds and determines that the proposed variances are reasonably necessary based on these local conditions, and that these conditions justify more restrictive standards applicable to high-rise and super-high-rise structures in San Francisco. The Clerk of the Board of Supervisors is hereby directed to transmit this legislation, upon its final passage, to the California Building Standards Commission and the State Fire Marshal for filing, pursuant to the applicable provisions of California law.

Section 3. The San Francisco Fire Code is hereby amended by amending Section 9001.1.4 to read as follows:

SEC. 9001.1.4. LOCAL STANDARDS FOR HIGH-RISE BUILDINGS AND TUNNELS

A self-contained breathing air replenishment system shall be installed in all buildings having floors used for human occupancy located more than 75 feet (22.860 mm) above the lowest level of fire department vehicle access. This requirement shall apply for all buildings meeting this definition when the building permit application for construction was made after March 30, 2004.

EXCEPTION: Any building that includes an approved elevator under Fire Code

Section 9001.1.5.

A self-contained breathing air replenishment system will provide a supply of pressurized breathing air through a permanently installed piping distribution system for the replenishment of portable breathing air equipment.

The self-contained breathing air replenishment system shall be installed in all new underground transportation or pedestrian tunnels exceeding 300 feet (91 440 mm).

The Fire Department is authorized to issue and update as warranted an Administrative Bulletin setting specifications for the Self Contained Breathing Air Replenishment System required under this Section. The self-contained breathing air replenishment system shall meet the specifications set forth in Appendix VI J, Section 7.08 Self Contained Breathing Air Replenishment System.

Section 4. The San Francisco Fire Code is hereby amended by adding
Section 9001.1.5 to read as follows:

SEC. 9001.1.5. LOCAL ELEVATOR STANDARDS FOR BUILDINGS 200 FEET OR MORE IN HEIGHT; SPECIAL ELEVATOR REQUIREMENT

(a) Buildings 200 feet or more in height as defined by the California Building Code shall include at least one elevator approved by the Fire Department for firefighter use under fire conditions. This Section shall apply to all building meeting this definition when the building permit application for construction is made on or after the effective date of this ordinance.

EXCEPTION: Buildings with multiple bank elevators that serve no more than 20 consecutive floors each, whereby firefighters may ascend the building in 20 floor intervals in separated hoistways. Pursuant to Section 9001.1.4, such buildings shall have a firefighter air replenishment system.

(b) An elevator required under this Section shall be designed to divert water, smoke, and heat from the elevator shaft during fire conditions, and shall meet specifications set forth in a Fire Department Administrative Bulletin. The Fire Department is authorized to issue and update as warranted an Administrative Bulletin setting specifications for the buildings required to comply with this Section and the requirements for the elevator.

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: KATHARINE HOBIN PORTER
Deputy City Attorney

LEGISLATIVE DIGEST

[Changing local building standards related to elevators for specified high-rise structures.]

Ordinance amending the San Francisco Fire Code by amending Section 9001.1.4 to exempt certain high-rise structures having a fire-safe elevator from requirements for a self contained breathing air replenishment system; amending the San Francisco Fire Code by adding Section 9001.15 to change local building standards applicable to require that certain high-rise structures include an elevator safe for Fire Department use under fire conditions; making findings as to local conditions pursuant to California Health and Safety Code Section 17958.7; and making environmental findings.

Existing Law

Section 9001.1.4 of the San Francisco Fire Code requires that specified high rise buildings and underground transportation or pedestrian tunnels include a self-contained breathing air replenishment system to provide a supply of pressurized breathing air through a permanently installed piping distribution system.

Amendments to Current Law

The proposed legislation would require that new high-rise buildings greater than 200 feet in height as defined by the California Building Code include at least one elevator approved by the Fire Department for use by firefighters during fire conditions. The legislation would exempt buildings equipped with such an elevator from the requirement to install a self-contained breathing air replenishment systems. The new elevator requirement would apply to all new buildings 200 feet or more in height when the building permit application for construction is made on or after the effective date of the ordinance.

Background information

Several areas in San Francisco are increasingly experiencing high-rise and super-high-rise development. Certain buildings in the planning stages are slated to reach over 20 stories, with some reaching up to 100 stories. Because of their height, these buildings present unique fire-safety concerns. It takes a firefighter in full gear an average of two minutes to ascend each floor in a building. The speed with which firefighters are able to reach a fire is critical to public safety and building survival. In these high-rise and super-high-rise buildings, it could take firefighters a considerable time to reach fire sites on top floors, thereby delaying the response to the fire. This legislation is designed to provide a safe elevator to transport firefighters, as well as air bottles and other equipment, safely and quickly to fire sites on the top floors of high-rise and super-high-rise buildings under fire conditions, with the objective of protecting occupants of those buildings, as well as the general public and firefighters, and minimizing building and other property damage caused by the fire.

Fire Commission

TEXT ONLY:



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TEXT SIZE:



July 25, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

DOCUMENTS DEPT.

Wednesday, July 25, 2007 - 8:30 AM

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AGENDA

Item No.

1. ROLL CALL

Commissioner Victor Makras, Hearing Officer

2. CASE NO. 07-1: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT (Continued from April 18, 2007 and April 23, 2007)

On January 25, 2007, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Assistant Chief Aaron Stevenson with misconduct and violation of Department Rules and Regulations as follows:

- Section 3922 - Acts Detrimental to the Welfare of the Department
- Civil Service Commission: Rule 311: 311.7.3 - Confidentiality of Examination Questions

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the complaint and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on complaint (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



July 26, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Thursday, July 26, 2007 - 4:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 06-9: CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT *[Action]*

Commission Deliberations and possible approval of Findings of Fact in a case concerning a verified complaint filed with the Commission by Joanne Hayes-White, Chief of Department, on August 24, 2006, charging Firefighter Dustin Ruff with misconduct and violation of Department Rules and Regulations as follows:

- Section 3911 - Altercations
- Section 3915 - Proper Behavior
- Section 3919 - Unacceptable Language
- Section 3920 - Violence
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Workplace Violence Guidelines

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. **[Action]**

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Findings of Fact **[Action]**

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). **[Action]**

3. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
No. 07-33
Tania Bauer, *Secretary*

FIRE COMMISSION REGULAR MEETING
Thursday – July 26, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President
Vice President
Commissioner
Commissioner
Commissioner

Paul A. Conroy
George Lau
Stephen A. Nakajo
Clem Clarke
Victor Makras

Chief of Department

Joanne Hayes-White

DOCUMENTS DEPT.

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of June 28 and July 12, 2007.

Action to be taken: Approval of the minutes

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(July 6, 2007 through July 19, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Laura Hale inquiring about contact information for a book she is writing on women in the Fire Service. Copy: Commissioners, Chief of Department, and Public Information Officer.
2. From Ho Man-fai, Director of Fire Services, Hong Kong Fire Department, requesting information on provision of sprinklers and fire detection systems for domestic dwellings/buildings. Copy: Commissioners, Chief of Department, and Fire Marshal

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: soft@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

3. From Genevieve/Mom, praising the care received from Paramedics Jonathan Meade and Robert Wilson during a medical incident. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Mike Hilliard, AIA, Principal, Hilliard Architects, Inc., acknowledging the assistance and responsiveness provided by Inspector John Darmanin to his firm during the permit process. Copy: Commissioners, Chief of Department, and Fire Marshal.

5. STATEMENT OF INCOMPATIBLE ACTIVITIES *[Discussion and Possible Action]* (Continued from meeting of 7/12/06)

Submitting Statement of Incompatible Activities for the San Francisco Fire Commission and Fire Department as requested by the Ethics Commission under the provision of San Francisco Campaign & Governmental Conduct Section 3.218

Action to be taken: Approval of Statement of Incompatible Activities

6. PRESENTATION BY SAN FRANCISCO FIRE FIGHTERS' FIRE FIGHTER CANCER FOUNDATION REGARDING WORK RELATED CANCER ISSUES *[Discussion]* (Continued from meeting of 7/12/07)

Thomas O'Connor, Treasurer, San Francisco Firefighters Local 798

7. FIRE COMMISSION RESOLUTION 07-7 *[Action]*

Submitting for adoption Resolution No. 07-7 accepting a grant award of \$75,095 from the California Volunteers – Office of the Governor to promote and enhance the NERT (Neighborhood Emergency Response Team) Program

Action to be taken: Adoption of resolution

8. MAINTENANCE CONTRACT – Custom Aire *[Action]*

Submitting for review and approval a proposed equipment maintenance contract in the amount of \$150,000 for Custom Aire to provide service and repair to the San Francisco Fire Department's Nederman Exhaust Extractors. The term of this contract is for three years.

Action to be taken: Maintenance contract be approved.

9. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events; budget issues; Divisions within the Department and the EMS Reconfiguration

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the FY 2007-2008 Budget and updates on Administrative Divisions.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, June 30, 2007 through July 13, 2007.

b. Employee Actions

Retirements

Communication received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Type</i>	<i>Retirement Date</i>
Alexander, Gayle	H2	Service	June 25, 2007
Avanche, Michael A.	H2	Service	June 30, 2007
Baraona, Eugene A.	H30	Service	June 29, 2007
Blake, Richard E.	H2	Service	June 29, 2007
Bruce, George J.	H20	Service	June 30, 2007
Callaghan, Kevin T.	H24	Service	June 30, 2007
Hart, Stephen A.	H2	Service	June 30, 2007
Herrera, Ruben	H2	Service	June 29, 2007
Jones, Kenneth R.	H20	Service	June 30, 2007
Kazarian, Steven W.	H2	Service	June 30, 2007
Morino, Frank	H30	Service	June 27, 2007
O'Malley, Thomas J.	H2	Service	June 29, 2007
Quan, Lilian	1450	Service	June 1, 2007
Rizotto, Alfred C.	H20	Service	June 28, 2007
Roche, Stephen L.	H2	Service	June 28, 2007
Walsh, Michael M.	H2	Service	June 30, 2007
Williams, Howard W.	H2	Service	June 29, 2007
Zammarchi, Lawrence	H20	Service	June 29, 2007
Kennedy, Dennis J.	H110	Service	July 6, 2007

Retirement Certificate will be presented at Fire Commission Meeting of September 27, 2007

Return to Permanent Position

From Provisional H-30 returning to Permanent H-20 Lieutenant Positions, effective July 11, 2007:

Mark S. Donnelly
Rodrigo Izquierdo
Michael R. Ahumada
Michael W. Bello
Edward L. Campbell
Leslie W. Moy
Eugene T. Murphy

Resignation

Reporting resignation of Permanent H2 Firefighter Cordi J. Sullivan, effective July 7, 2007.

Correction

Amending the following employee to TEMPORARY EXEMPT appointment effective June 25, 2007:

H120 Pilot of Fireboats

Jean P. Pinto (vice: Jennifer Howard released)

(to reflect a change in appointment from Permanent Probationary to Temporary Exempt)

10. ADJOURNMENT

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



July 26, 2007

No. 07-33

MINUTES OF THE FIRE COMMISSION REGULAR MEETING

Thursday – July 26, 2007 – 6:00 p.m.

698 Second Street, Room 102, San Francisco, CA 94107

Item No.

- 1. On ROLL CALL**, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Victor Makras

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Commissioner Clarke was excused due to business (notified absence).

Joanne Hayes-White

Chief of Department

Richard Kochevar

Deputy Chief, Operations

Gary P. Massetani

Deputy Chief, Administration

Assistant Deputy Chiefs – Staff

Patrick Casserly

Division of Airports

Barbara Schultheis

Division of Fire Prevention and Investigation

Robert Navarro	Division of Homeland Security
Thomas Siragusa	Division of Training
Lorrie Kalos	Division of Support Services

Chief Officers – Firefighting Services

Alson Lee	Division 2
Audrey Lee	Division 3

EMS Officers

Karl Sporer, M.D.	SFFD Medical Director
Sebastian Wong	Section Chief, Operations

2. PUBLIC COMMENT

There was no public comment

3. CHIEF OF DEPARTMENT'S REPORT *[Discussion]* (Taken out of order)

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events; budget issues; Divisions within the Department and the EMS Reconfiguration

Chief Hayes-White presented the report.

FY 2007-08 Budget - By a vote of 10-1, the Board of Supervisors passed the budget. The Mayor was pleased since 99% of what he had requested in the FY 2007-08 had been approved by the Board.

EMSReconfiguration - Currently, there are 28 H3 Level 1 single function EMTs in their fifth week in the Academy. Starting on August 30th, they will have finished classroom training and begin field and clinical evaluations. The Department is hopeful that all 28 will graduate as scheduled on August 24th; the graduation ceremony takes place on Treasure Island.

The influx of new employees will afford the Department the opportunity to drop down to eight 24-hour station-based ambulances and bring on more dynamically deployed ambulances on a phased schedule.

H-30 Captain Process - Chief Hayes-White explained that she had conditionally appointed 56 captains in June and appointed an additional four captains in July, with the result that there have been 60 permanent captains newly appointed. The Department is planning a promotional ceremony which should take place in early Fall.

H40 Battalion Chief and H20 Lieutenant Tests - Both tests are under development and the Department has retained a consultant, Dr. Harry Brulle, to assist with the process. The examinations are tentatively scheduled for early 2008 - first the H40 Battalion Chief test followed closely by the H20 Lieutenant test.

Local 798 MOU - The contract has been ratified by the members of Local 798 and it goes to the Board of Supervisors for approval. It is anticipated that there will be no opposition and the contract should be approved before August 14, 2007.

Thermal Imaging Camera for the *Phoenix* - Gallagher & Tarantino donated a \$10,000 thermal imaging camera to the fireboat *Phoenix* through its Fireman's Fund Heritage Program. There will be a demonstration of the equipment on August 2nd, 10:00 AM. The camera assists in identifying if there is a viable person that needs rescue and will be of great help during night search and rescue attempts.

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the FY 2007-2008 Budget and updates on Administrative Divisions.

Chief Massetani presented the report.

FY 2006-07 Budget - The Department is closing the books on the fiscal year and is still projecting to be on budget. Final numbers should be available within 30 days.

FY 2007-08 Budget - The budget has been passed and the Department will be developing budget books and will be meeting with all division heads and section chiefs to review their six-month projections, performance metrics and goals for the coming fiscal year.

Human Resources - Development of the H40 Battalion Chief promotional exam is progressing with the job analysis completed and test development starting. Projections are for giving the test in February or March of 2008. The H20 Lieutenant promotional examination is also proceeding, with the job analysis to be completed by the end of September and the test given in May of 2008.

Job announcements have been posted for the H120 Fireboat Pilot and H110 Marine Engineer positions. The H120 Fireboat Pilot is a highly sought position and the Department anticipates quite a few applicants. The examination for the pilot is scheduled for mid-August and for the engineer in September.

The Department has received Health/Wellness and Fitness proposals from all Supervision Physician Specialist candidates as it had requested. After review, the interview process should start shortly.

Division of Training (DOT) - Company-based Module 5, Rapid Intervention Crew (RIC) training and Mayday Procedures, has been completed with approximately 75% of personnel trained. Module 6 will be starting shortly and it consists of EVOC (Emergency Vehicle Operation Course) and mass casualty training. All drivers and tillers will be participating.

NERT (Neighborhood Emergency Response Training) - held 15 training sessions last month and participated in the Juneteenth Festival and the Fillmore Jazz Festival by having community outreach booths.

The Fire Reserve conducted four meetings this month and responded to one greater alarm. Over 75 reservists were trained this month.

Support Services - The Bureau of Equipment (BOE) and the Apparatus and Equipment Committee has prepared draft specifications for all engines and ambulances that are to be purchased in FY 2007-08. The plans will be reviewed by the full committee and submitted to Administration within the next 30 days.

Minor interior renovation has started on Pier 22½, where the pilot house is located, so that the fireboat can be kept in operation during the time that major construction is going on at Station 35. All plans have been completed and approved, except for one permit from an environmental group.

The fireboat *Phoenix* has returned from dry dock and will go back into service mid-August. At that time, the fireboat *Guardian* will be prepared to go into dry dock.

Homeland Security - Funding was received through a grant to install mutual aid radios in all Department apparatus. Installation should be completed by August 3rd. The Department will also receive an incident command vehicle through a \$1 million UASI grant. The vehicle should be completed by March 2008 and fully implemented by May 2009.

Physician's Office - There were 39 work-related illnesses or injuries for June as compared to 46 for May. 24 of these were lost-time injuries and 15 had no lost-time associated with them.

Chief Massetani wished to offer some final statistics associated with the bladder cancer program. The Department tested 1322 members with the NMP22 protein product; of those tested 1135 were active members and 187 were retired members. In both the active and retired groups, eight tested positive from each. All who tested positive were followed up through Dr. Stoller's office and received a call from retired Captain Tony Stefani. He added that the bladder

cancer program is included in the annual budget and the Department will undertake the testing again starting in January 2008.

Investigative Services Bureau (ISB) - During the random drug and alcohol testing program's fiscal year, starting September 1, 2006, 315 members were tested and all with negative results. In addition, ISB is involved in two investigations.

Medical Leave Supervisor - There are currently 55 members on disability as compared to 49 members at this time last year, an increase of 12%.

Discussion ensued with Commissioners asking questions and Chief Massetani and staff responding.

Commissioner Nakajo wished to know how the dynamic deployment of ambulances was working. Chief Hayes-White responded that Chief Kochevar and Chief Howes can present the information at the August 9th meeting. Commissioner Nakajo also wished an update on the operation of the Department Physician's Office since it was under the direct purview of the Commission. Commissioner Conroy responded that very shortly the Commission will undertake the interview process for a Department Physician. He suggested a later date in August or early September.

Commissioner Nakajo also wished to know how the most recent Black-out by PG&E affected the Fire Department. Chief Hayes-White responded that the power outage affected 50,000 residential and commercial customers. The Mayor was very displeased by the most recent outage, since it seems that Bay Area residents experience outages more frequently than other California residents. Laura Philips, Director, Department of Emergency Management, has called for a meeting with PG&E regarding their future reliability and included the Police and Fire Chiefs and staff from the Mayor's Office. The Chief confirmed that during power outages the Department experiences a spike in calls.

Commissioner Makras also asked for a report, namely, if the Department is recommending a firefighter-safe elevator, what are the backup systems in place to keep it functioning during power outages.

Commissioner Makras also asked about the 315 members tested since September of 2006 and whether they all had been cleared or whether the two on-going investigations involved any of them. Chief Massetani responded that all 315 had been cleared and the investigations involved stand alone issues.

Commissioner Makras again voiced his concern over the short application period for the H120 Pilot position and asked that a discussion on the length of the application period be placed on the agenda for future discussion.

Commissioner Conroy wished to know if the high rise elevators for firefighters would be designed with backup generators as part of the system. Chief Schultheis responded that all new high rises have backup generators for elevators but a considerable amount of older and low rise buildings have elevators without backup generators, since they are not required for low rise buildings. Chief Hayes-White added that the new elevator ordinance will require generator backup power for high rises.

Commissioner Conroy asked about the Mayor's recent policy that bottled water not be used by city departments. He wondered how this affects Department members at an incident who need to hydrate and previously had received bottles of water. Chief Massetani responded that the Department is considering boxed water and cups. Chief Hayes-White added that Local 798's Memorandum of Understanding (MOU) contains the provision that bottled water will be provided as a water source by the Department. Chief Hayes-White and Local 798 will apprise the Mayor's Office of this inclusion.

There was no public comment.

PERSONNEL REPORTS

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From Provisional H-30 returning to Permanent H-20 Lieutenant Positions, effective July 11, 2007:

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 Rodrigo Izquierdo
 Michael R. Ahumada
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 Edward L. Campbell
 Leslie W. Moy
 Eugene T. Murphy

Resignation

Reporting resignation of Permanent H2 Firefighter Cordi J. Sullivan, effective July 7, 2007.

Correction

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H120 Pilot of Fireboats

Jean P. Pinto (vice: Jennifer Howard released)

(to reflect a change in appointment from Permanent Probationary to Temporary Exempt)

4. PRESENTATION BY SAN FRANCISCO FIRE FIGHTERS' FIRE FIGHTER CANCER

FOUNDATION REGARDING WORK RELATED CANCER ISSUES [Discussion] (Continued from meeting of 7/12/07) (Taken out of order)

Retired Captain Tony Stefani started the presentation by thanking the Commission for the opportunity to present an update of what has occurred since the inception of the program. He related how he was diagnosed with transitional cell carcinoma in his right pelvis, while he was still Captain, Rescue 1, at Station 1, and how through the surgical skill of Marshall Stoller, M.D., UCSF, he is a survivor. Captain Stefani related how through numerous meetings with Dr. Stoller, it became clear that a program was needed that could detect cancer in its earliest stages and deal with it on a medical level. The impetus to get the project going came when two more firefighters at Station 1 were diagnosed with transitional cell carcinoma.

Dr. Stoller strongly urged to get the program under way. To this end, numerous meetings took place between Dr. Stoller, the Department, Captain Stefani and Local 798 and, finally, with seed money from the union, a tax exempt, non-profit foundation was incorporated.

Captain Stefani thanked Chief Hayes-White and Chief Massetani for their support in developing the first cancer study of this kind, with the main objective being diagnosing cancer in its earliest stages. Chief Massetani secured funding to start testing firefighters - active as well as retired - on a voluntary basis. The turnout was excellent but Captain Stefani noted that they would have liked to reach more retired firefighters.

Captain Stefani stated that another objective of the Foundation is to have the City adopt the cancer presumptive law for firefighters. At this time, Firefighters who contract this terrible disease must face the anxiety of the disease and worry about their sick time running out.

Another area of concern, which was indicated by the statistical analysis, was the very high rate of cancer among arson investigators. It is a small group but had the highest incidence of cancer among firefighters. It is likely that during the overhaul process and arson investigations Scott Air Packs are not worn and the release of various chemicals and gases is very detrimental.

In closing, Captain Stefani noted that he and Dr. Stoller hoped that this initial study will lead to a longitudinal study for all firefighters as they come into the profession. He pointed out that no other fire department in the United States can claim such a program or such a foundation that is actively pursuing early diagnosis of cancer. Captain Stefani acknowledged the Administration for its on-going support and hoped that it will be a model for other fire departments across the United States.

Marshall Stoller, M.D., Professor and Vice Chairman, Department of Urology, UCSF, described the way the study came about, the screening itself and the full and on-going support of the Administration as a true interdisciplinary collaboration without which few major advances in medicine take place. He and Captain Stefani feel that they truly can make a difference in people

who are exposed to potential toxins that are known to potentially result in uro-genital malignancies. He recommends that firefighters going into a building when flames are active or when they are cleaning up must take extra precaution to protect themselves.

Dr. Stoller believes that the model that was developed in San Francisco will go far beyond this city. He had presented the preliminary data at an American Urological Association meeting and it was very favorably received, including acknowledgement from the National Institute of Health.

Dr. Stoller noted that with the San Francisco model and the preliminary data, he and the Foundation are seeking federal funding in order to perform a longitudinal study. Currently, all resources are being utilized at UCSF, attempting to do both univariuous and multivariuous analysis of data so that it can be presented at local, national and international meetings. He thanked Captain Stefani for all his work in spearheading this effort and keeping it running, his volunteer colleagues at UCSF, and the Department for providing seed money to get this study started. He hoped that over the next two years, the study will have gathered enough preliminary data to receive funding from the National Institute of Health to keep this process going over the long term.

Karen Heald, Member of the Board, Firefighter Cancer Foundation, addressed the issue of improving the way the Workers Compensation system interfaces with firefighters who have cancer. She noted that the Labor Code has a presumption that when a firefighter contracts cancer that it is job related. Notwithstanding the presumption, typically Workers Compensation denies the claim. In order for Workers Compensation to deny the claim, they must prove, with evidence, that there is no link between this type of cancer and the toxins to which a firefighter has been exposed.

Lieutenant Heald noted that Workers Compensation relies on medical reports prepared by physicians that do not totally understand the nature of the presumption and on epidemiological studies, which actually do not rebut the presumption. When firefighters, who have been stricken, engage a lawyer to fight for the coverage they are entitled to, they always win. The Fire Department pays for all Workers Compensation costs and has taken the position that they wish these claims covered. It is unclear why Workers Compensation persists in denying these claims.

In closing, Lieutenant Heald asked that the Fire Commission brings pressure to bear on the Workers Compensation System and that the Fire Department stays committed to covering firefighters who contract cancer and that the budget reflect this type of coverage.

Discussion ensued with Commissioners asking questions and Captain Stefani, Dr. Stoller, Lieutenant Heald, Chief Massetani and staff responding.

Commissioner Lau wished to know, referring to Dr. Stoller's remark regarding seed money, whether such money had come from the Department and, if so, what was the amount and how many participated in the screening. Chief Massetani responded that the funds were used to buy the NMP product, with dipsticks, and provide personnel to perform the screening tests. Under

UCSF's and Dr. Stoller's direction, the data was gathered and provided to Dr. Stoller and his staff. The funds for the screening program, that is, the NMP product, have been included in the FY 2007-08 budget. He added that 1135 active and retired members participated in the screening, or approximately 85%.

Commissioner Conroy wished to know if there has been testing of the environment, for instance during overhaul, and if there is a device which would capture the ambient air and determine what gases are present and whether they are toxic. Chief Kochevar responded that the Department uses a four-gas CGI meter (combined gas indicator), which are carried by

battalions and used at the fire scene. Carbon Monoxide alarms are also used to indicate if the atmosphere is safe and Scott masks can be removed.

Commissioner Conroy asked Dr. Stoller if these toxins had been identified and what types of masks can filter them. Dr. Stoller responded that to filter gases, it would be very difficult to have a mask without a self-contained breathing apparatus. Commissioner Conroy noted that it would be necessary to capture the gases and particulates to determine what can or cannot be filtered out. It could then be determined whether a filter mask would work or whether it would be necessary to wear Scott Air-Packs during the overhaul process.

There was no public comment.

5. APPROVAL OF THE MINUTES [Action] (Taken out of order)

Regular Meetings of June 28 and July 12, 2007.

Commissioner Lau moved and Commissioner Nakajo seconded. There were no questions or discussion.

There was no public comment.

The Minutes of the June 14, 2007 meeting were approved as presented by a vote of 4-0 (Conroy, Lau, Nakajo, Makras)

6. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (July 6, 2007 through July 19, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Laura Hale inquiring about contact information for a book she is writing on women in the Fire Service. Copy: Commissioners, Chief of Department, and Public Information Officer.
2. From Ho Man-fai, Director of Fire Services, Hong Kong Fire Department, requesting

information on provision of sprinklers and fire detection systems for domestic dwellings/buildings.
Copy: Commissioners, Chief of Department, and Fire Marshal

3. From Genevieve/Mom, praising the care received from Paramedics Jonathan Meade and Robert Wilson during a medical incident. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Mike Hilliard, AIA, Principal, Hilliard Architects, Inc., acknowledging the assistance and responsiveness provided by Inspector John Darmanin to his firm during the permit process. Copy: Commissioners, Chief of Department, and Fire Marshal.

There was no public comment.

7. STATEMENT OF INCOMPATIBLE ACTIVITIES *[Discussion and Possible Action]*

(Continued from meeting of 7/12/06) (Taken out of order)

Submitting Statement of Incompatible Activities for the San Francisco Fire Commission and Fire Department as requested by the Ethics Commission under the provision of San Francisco Campaign & Governmental Conduct Section 3.218

Commissioner Makras thanked Deputy City Attorney Katie Porter for all her work on the Statement of Incompatible Activities and stated that he was prepared to support the document.

Commissioner Conroy also thanked Ms. Porter. He expressed his concern that this statement, with its additional set of requirements, civil penalties and potential criminal penalties, is in addition to an existing body of law, both State and local, that already governs how public officials should conduct themselves and avoid improper conduct. Commissioner Conroy nevertheless supports the document and the principle behind it, that is, that all city employees and public officials should conduct themselves in the most ethical manner and avoid any conflict of interest.

There was no public comment.

Commissioner Nakajo moved and Commissioner Lau seconded. There were no further questions or discussion and the Statement of Incompatible Activities was approved as presented by a vote of 4-0 (Conroy, Lau, Nakajo, Makras).

8. FIRE COMMISSION RESOLUTION 07-7 *[Action]* (Taken out of order)

Submitting for adoption Resolution No. 07-7 accepting a grant award of \$75,095 from the California Volunteers – Office of the Governor to promote and enhance the NERT (Neighborhood Emergency Response Team) Program

Richard Kochevar, Deputy Chief, Operations, spoke for the Department. He noted that with previous funding of \$862,00 received from UASI over the past three years, the Department was able to train over 2000 residents of San Francisco. With this additional funding, the Department will be able to maintain the same level of training.

Commissioner Conroy wished to know if these funds could adversely affect NERT's budget. Chief Kochevar responded that it was unlikely since the budget for FY 2007-08 has been passed by the Board of Supervisors, and it would be inappropriate to remove funding at this point for a community-based organization.

There was no public comment.

Commissioner Makras moved and Commissioner Lau seconded. There were no further questions or discussion and Fire Commission Resolution 07-7 was approved as presented by a vote of 4-0 (Conroy, Lau, Nakajo, Makras).

9. MAINTENANCE CONTRACT – Custom Aire [Action] (Taken out of order)

Submitting for review and approval a proposed equipment maintenance contract in the amount of \$150,000 for Custom Aire to provide service and repair to the San Francisco Fire Department's Nederman Exhaust Extractors. The term of this contract is for three years.

Lorrie Kalos, Assistant Deputy Chief, Support Services, informed the Commission that numerous discussions were held with the Department of Public works (DPW) and the labor unions affected by the contract since neither would be used for the work and regarding the contract being sole source. An understanding was reached due to Nederman Exhaust Extractors being a proprietary product with proprietary parts. Chief Kalos believes that these extractors are a good product that will keep the Department's fire stations safe.

Discussion ensued with Commissioners asking about the terms of the contract, training provided by Custom Aire and the effectiveness of the extractors, with Chief Kalos and Chief Kochevar responding.

There was no public comment.

Commissioner Makras moved and Commissioner Lau seconded. There were no further questions or discussion and the Custom Aire Maintenance Contract was approved as presented by a vote of 4-0 (Conroy, Lau, Nakajo, Makras).

10. ADJOURNMENT

President Conroy adjourned the meeting in memory of Harrison Leonardo, who had passed away, and with condolences to his parents, including his father, O.J. Leonardo, a member of the Fire Department.

President Conroy also adjourned the meeting in memory and honor of the brave conduct of Captain Matt Burton and Engineer Scott Desmond, two members of the Contra Costa Fire Protection District, who gave their lives in the line of duty.



Fire Commission

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August 6, 2007 (Special Meeting 5:30 PM)

FIRE COMMISSION SPECIAL MEETING

Monday, August 6, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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APR 28 2008

2. CASE NO. 07- 2 FIREFIGHTER CHRISTINA HIJJAWI *[Action item]*

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I. Consideration of whether to hear Firefighter Hijjawi's request for rehearing/appeal of the June 20, 2007 determination of the San Francisco Fire Commission *[Action]*

II. Consideration, and possible approval of proposed Findings of Fact, or other action, including deliberations. *[Action]*

Commission deliberations and possible approval of Findings of Fact in a case concerning a verified complaint filed with the Commission by Joanne Hayes-White, Chief of Department, on January 25, 2007, charging Firefighter Christina Hijjawi with misconduct and violation of Department Rules and Regulations as follows:

Civil Service Rule 320 – Leaves of Absence
Section 3802 – Sick Leave

Section 3803 – Accumulation of Sick Leave
Section 3804 – Sick Leave Without Pay
Section 3811 – General Regulations, paragraphs 2 & 6
Section 3922 – Acts Detrimental to Welfare of Department
Section 3923 – Disobedience
Section 3935 – False Reports and False Testimony
Section 3905 – Unfamiliarity with Rules
G.O. 02 A-59 – Reporting of Work-Related Injuries/Illness/Exposures

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.
2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. **[Action]**

B. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action, on request for rehearing/appeal of the June 20, 2007 determination by the San Francisco Fire Commission **[Action]**
2. Deliberations and possible action on proposed Findings of Fact **[Action]**

C. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). **[Action]**

3. ADJOURNMENT

Fire Commission

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August 6, 2007 (Special Meeting 6:30 PM) CONTINUED

FIRE COMMISSION SPECIAL MEETING

Monday, August 6, 2007 - 6:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

DOCUMENTS DEPT.

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 06-10: CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT *[Action]*

Commission Deliberations and possible approval of Findings of Fact in a case concerning a suspension by Joanne Hayes-White, Chief of Department, which in accordance with Section 4001 of the Rules and Regulations, H30 Acting Captain Kevin Smith appealed. A/Captain Smith received the 4-day suspension for the period January 25, 26, 27 and 28, 2005 for violation of the Rules and Regulations as follows:

- Section 3207 - Protective Equipment
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Section 3956 - Safety Rules
- G.O. 02 A-45 - Personal Protective Equipment (Paragraphs 3 and 5)

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and

San Francisco Administrative Code Section 67.10(b)

1. Public Comment on Agenda Item No. 2, including *[if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.
2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. **[Action]**

B. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on proposed Findings of Fact **[Action]**

C. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). **[Action]**

3. ADJOURNMENT

Fire Commission

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August 8, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Wednesday, August 8, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 07- 3: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES *[Action item]* (Continued from 7/10/07 and 7/12/07)

On June 4, 2007 Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Daniel Boreen with misconduct and violation of Department Rules and Regulations as follows:

- Article 3918 - Unauthorized Leaves of Absence & Abandonment of Employment
- Article 3923 - Disobedience
- Article 3924 - Insubordination

Article 3926 - Tardiness and Failure to Report

a. Public Comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

b. Votes on closed session:

- (1) Whether to hold the hearing on the verified complaint in closed session **[Action]**
- (2) Whether to conduct deliberations in closed session **[Action]**

c. Hearing and Deliberations

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and possible action on charges (in open or closed session, per the Commission's vote) **[Discussion and Possible Action]**

d. If closed session is held, reconvene in open session

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. ADJOURNMENT

Fire Commission

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August 9, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Thursday, August 9, 2007 - 4:00 PM

698 Second Street, Room 221, San Francisco, California 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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2. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION *[Discussion]*

Conference with City Attorney to discuss the following pending litigation: (1) Weaver et al. v. City and County of San Francisco, U.S.D.C. Case No. 03-1589, filed April 14, 2003; (2) Green et al. v. City and County of San Francisco, U.S.D.C. Case No. 06-6953 SI, filed Nov. 7, 2006; and (3) Moynihan et al. v. City and County of San Francisco, U.S.D.C. Case No. 06-7071 SI, filed Nov. 14, 2006. This item may be heard in Closed Session pursuant to Government Code §54956.9(a) and San Francisco Administrative Code §67.10(d).

A. Public Comment on Special Meeting Agenda Item; possible Closed Session

1. Public Comment on Agenda Item No. 2, including, if there is a motion to go into Closed Session, public comment on whether to go into Closed Session. [Government Code §54954.3(a), San Francisco Administrative Code §67.15(b)].

2. If there has been a motion to go into Closed Session: Vote on whether to hold Closed Session

to confer with legal counsel. **[Action]**

B. Conference regarding Pending Litigation, Open Session or Closed Session

C. If Closed Session is held, reconvene in Open Session

1. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code §67.12(a). **[Action]**

3. ADJOURNMENT

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**August 9, 2007 (Special Meeting)**

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, August 9, 2007 - 4:00 PM

698 Second Street, Room 221, San Francisco, California 94107

Vice President Lau called the meeting to order at 4:15 PM.

Item No.

1. On ROLL CALL, the following were present:

President	Paul A. Conroy (arrived 4:40 PM)
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Victor Makras

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Commissioner Clarke was excused (notified absence).

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Also Present

Margaret Baumgartner, Deputy City Attorney, Labor Team

Katharine Porter, Deputy City Attorney, Government Team, Counsel to the Department

Gary Massetani, Deputy Chief, Administration

Tania Bauer, Commission Secretary

SAN FRANCISCO
PUBLIC LIBRARY**2. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION [Discussion]**

Conference with City Attorney to discuss the following pending litigation: (1) Weaver et al. v. City

and County of San Francisco, U.S.D.C. Case No. 03-1589, filed April 14, 2003; (2) Green et al. v. City and County of San Francisco, U.S.D.C. Case No. 06-6953 SI, filed Nov. 7, 2006; and (3) Moynihan et al. v. City and County of San Francisco, U.S.D.C. Case No. 06-7071 SI, filed Nov. 14, 2006. This item may be heard in Closed Session pursuant to Government Code §54956.9(a) and San Francisco Administrative Code §67.10(d).

A. Public Comment on Special Meeting Agenda Item; possible Closed Session

1. Public Comment on Agenda Item No. 2, including, if there is a motion to go into Closed Session, public comment on whether to go into Closed Session. [Government Code §54954.3(a), San Francisco Administrative Code §67.15(b)].

There was no public comment.

2. If there has been a motion to go into Closed Session: Vote on whether to hold Closed Session to confer with legal counsel. **[Action]**

Commissioner Nakajo moved for closed session and Commissioner Makras seconded. The motion was unanimously approved (3-0). The Commission went into closed session deliberations at 4:20 PM.

B. Conference regarding Pending Litigation in Closed Session

C. If Closed Session is held, reconvene in Open Session

The Commission reconvened in open session at 5:50 PM.

1. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code §67.12(a). **[Action]**

Commissioner Conroy moved not to disclose any discussion held in closed session and Commissioner Makras seconded. The motion was unanimously approved (4-0).

3. ADJOURNMENT

The meeting was adjourned at 5:15 PM.

Fire Commission

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August 9, 2007

FIRE COMMISSION REGULAR MEETING

Thursday, August 9, 2007 – 6:00 p.m.

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the shall address their remarks to the Commission as a whole and not to individual Commissioners or De not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners c necessarily constitute agreement with or support of statements made during public comment.

3. Public Recognition Award *[Discussion]*

Presenting a Public Recognition Award to Eric Jones for his heroic actions on June 12, 2007, at the s San Francisco.

4. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of July 12, 2007.

Action to be taken: Approval of the Minutes

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]

(July 20, 2007, through August 2, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Charles Bolton, Acting Spokesperson, Elsie Street Neighbors, regarding a potential fire Commissioners, Chief of Department and Fire Marshal.
2. From Kevin Farmer, requesting opinions on a siren detector to alert drivers to approaching emergency vehicles. Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Mel Melendez, regarding the status of an RFP for transcription services. Copy: Commissioners, Chief of Department and Deputy Chief, Administration and CFO.
4. From Daniel Hamper, University of Bochum, Germany, regarding sponsorship by private company, state or local. Copy: Commissioners, Chief of Department, Deputy Chief, Administration and CFO.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Mark Leno, Assemblyman, 13th District, congratulating Chief Hayes-White on her selection to the Advisory Council. Copy: Commissioners.

6. COURT REPORTING CONTRACT - Roomian & Associates [Action]

Submitting for review and approval a proposed contract in the amount of \$50,000 for Roomian and Associates for court reporting services for disciplinary hearings before the Fire Commission. The term of the contract is for one year.

Action: Approval of Court Reporting Contract

7. LEAVE OF ABSENCE [Action]

Submitting request for Leave of Absence with pay for two days, September 6 through September 8, 2007, to attend the Intelligence Enterprise Conference hosted by the New York City Fire Department in New York. There will be no loss of pay. All travel related expenses will be paid by the sponsoring parties.

Action to be taken: Approval of Leave of Absence

8. CHANGES TO STATE FIRE CODE AND REVISIONS TO SAN FRANCISCO CODE [Discussion]
Report on process to amend San Francisco Fire Code based on issuance of revised California Fire Code and San Francisco Fire Code.

Barbara Schultheis, Assistant Deputy Chief, Fire Marshal

9. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events; including budget issues; Divisions within the Department and the EMS Reconfiguration

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period July including an update on EMS response times by Battalion.

PERSONNEL REPORTS**a. Physician's Report**

Submitting biweekly report of Fire Department Physician concerning disability injuries, July 14 through

b. Employee Actions

Reporting that the following employee has passed probation effective July 13, 2007:

H3 Level 2 Paramedic

Limon, Armando D.

Reporting that the following employee has passed probation effective July 10, 2007:

1823 Senior Administrative Analyst

Corso, Mark P.

Retirements

Communications received from the Retirement Board indicating that the following members have retired

	<i>Name</i>	<i>Rank</i>	<i>Years of Service</i>	<i>Type</i>
	Drake, George D.	H30	30	Service
	Duensing, John	H2	30	Service
	Ferrando, John J.	H20	30	Service
	Henderson, Gerald S.	H2	30	Service
	Hickey, Kevin T.	H2	39	Service
	McHugh, James E.	H30	30	Service
	Smith, Gary S.	H2	30	Service
	Soule, Anthony P.	H30	36	Service

Arce, Edward J.	H30	33	Service
Groger, Theodore R.	H10	29	Service
Stewart, Wayne P.	H2	26	Service
Retirement Certificate will be presented at Fire Commission Meeting of October 2			

Leave of Absence

Reporting leave of absence with pay for Deputy Chief Gary Massetani for two days, September 6 thru attend the Fire Service Intelligence Enterprise Conference hosted by the New York City Fire Department to the San Francisco Fire Department. All travel related expenses will be paid by the sponsoring party.

Reporting leave of absence with pay for Deputy Chief Gary Massetani for three days, August 22 through the Fire Rescue International Conference sponsored by the International Association of Fire Chiefs. Fire Department FY 2007-08 budget. Chief Massetani will not be replaced.

Leaves

Submitting requests for leaves of absence with pay for the time period from Feb, 2007 through October

No. of Members	Rank	Total amount
14	H2 Firefighter	247
3	H3 Firefighter/Paramedic	39
2	H20 Lieutenant	128
1	H50 Assistant Chief	58

Total Number of Days with Pay 472

Submitting requests for intermittent leaves with pay for the time period from May, 2007 through August

No. of Members	Rank	
1	H2 Firefighter	Aug 8,
1	H2 Firefighter	July 1,
1	H2 Firefighter	July 5,
1	H3 Firefighter/Paramedic	May 6,
1	H20 Lieutenant	Aug 1,
1	H30 Captain	Jun 19,

Submitting requests for leaves of absence without pay for May 2007 through October 2007 for the foll

<i>No. of Members</i>	<i>Rank</i>	<i>Total amo</i>
2	H2 Firefighter	98
1	H4 Fire Safety Inspector	22
Total number of Days w/o Pay		120

ACCIDENTS

<i>Unit</i>	<i>Incident #</i>	<i>Date</i>	<i>Vehicle</i>	<i>Description</i>
AP	607154	5/6/2007	725-093	While backing up, Rescue 93 struck a parked Police car.
AP3	607155	5/19/2007	725-084	While driving through an automated car wash, the light bar c
M19	708004	5/22/2007	145755	While driving, Medic 19 made struck a parked school bus.
M17	607157	5/27/2007	145743	While parked at General Hospital, Medic 17 was struck by a
T14	607158	5/29/2007	145611	While driving forward and turning right, Truck 14 hit a parker
M11	607159	5/31/2007	145749	While backing into quarters, Medic 11 struck apparatus door
E22	607160	6/1/2007	145504	While proceeding forward to clear a driveway, Engine 22 stri
M93	607153	6/5/2007	145720	While backing into a parking space without a spotter, Medic
T13	607166	6/5/2007	145621	While backing into quarters with spotters posted, T-13 misju
M39	607161	6/6/2007	145753	While parked at a medical incident, M39 was backed into.
E21	607167	6/13/2007	145526	While responding Code 3 and turning right, E21 struck a par
D2	607162	6/15/2007	145378	While parked at an incident, Division 2 was struck by anothe
M38	607164	6/21/2007	145744	While waiting to turn right, Medic 38 was struck by another v
M78	607168	6/23/2007	145748	While exiting from hospital and turning left, Medic 78 struck
T10	607170	6/26/2007	145613	While responding Code 3, driver allowed Truck 10 to roll into
MP2	607169	6/28/2007	145807	While moving into position at a grass fire, Mini-pumper 43 st
FP	708003	6/28/2007	1459021	While waiting to proceed forward, BFP unit was struck from
E11	607171	6/29/2007	145545	While proceeding downhill at 23rd Street, Engine 11 bottom

M61	708001	6/30/2007	145731	While backing into San Francisco General hospital, Medic 6
E25	708005	7/4/2007	145537	While making a tight right turn, Engine 25 struck a parked ve
E43	708008	7/5/2007	145554	While pulling over to allow Mini-pumper 43 to pass, Engine 4
E24	708002	7/6/2007	145597	While traveling on Burnett Street, Engine 24 struck a parked
M64	708009	7/6/2007	145742	While traveling on Polk Street, Medic 64's mirror was struck
M65	708007	7/11/2007	145754	While traveling westbound through the Broadway Tunnel, dr

10. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-37

MINUTES OF THE FIRE COMMISSION REGULAR MEETING

Thursday, August 9, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:05 PM.

1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clark
Commissioner	Victor Makras (left 7:15 PM)

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Joanne Hayes-White
Richard Kochevar
Gary P. Massetani

Chief of Department
Deputy Chief, Operations
Deputy Chief, Administration

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Assistant Deputy Chiefs – Staff
Barbara Schultheis
Peter Howes
Thomas Siragusa

Division of Fire Prevention and Investigation
Division of Emergency Medical Services
Division of Training

Chief Officers – Firefighting Services
Johnny Lo
Frank Cardinale

Division 2
Division 3

EMS Officers
Sebastian Wong

Section Chief, Operations

2. PUBLIC COMMENT

There was no public comment

3. Public Recognition Award *[Discussion]*

Presenting a Public Recognition Award to Eric Jones for his heroic actions on June 12, 2007, at the scene of a fire at 1827 Jennings Street in San Francisco.

Chief Hayes-White wished to formally recognize Eric Jones, Concrete Superintendent, Webcor, for his actions as he was driving by 1827 Jennings Street. Mr. Jones saw the fire, stopped his car and saw a child running back into the house. He stopped the child and brought her back to his truck. He went back into the house and assisted the mother and removed her and the other children. Mr. Jones put them all in the truck until Fire Department units arrived at the scene. He remained on the scene with the family and provided them with clothing to keep them warm.

Chief Hayes-White presented him a Certificate of Meritorious Conduct for his actions and recognized him as a true hero.

4. APPROVAL OF THE MINUTES [Action]

The Minutes of the Regular Meeting of July 26, 2007 were not ready.

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (July 20, 2007, through August 2, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Charles Bolton, Acting Spokesperson, Elsie Street Neighbors, regarding a potential fire risk in Bernal Heights. Copy: Commissioners, Chief of Department and Fire Marshal.
2. From Kevin Farmer, requesting opinions on a siren detector to alert drivers to approaching emergency vehicles. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Mel Melendez, regarding the status of an RFP for transcription services. Copy: Commissioners, Chief of Department and CFO.
4. From Daniel Hamper, University of Bochum, Germany, regarding sponsorship by private companies of public sector entities - federal, state or local. Copy: Commissioners, Chief of Department, Deputy Chief, Administration and CFO.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Mark Leno, Assemblyman, 13th District, congratulating Chief Hayes-White on her selection to serve on the FEMA National Advisory Council. Copy: Commissioners.

There was no public comment.

6. COURT REPORTING CONTRACT - Roomian & Associates [Action]

Submitting for review and approval a proposed contract in the amount of \$50,000 for Roomian and Associates to provide certified court reporting services for disciplinary hearings before the Fire Commission. The term of the contract is for two years.

Tania Bauer, Fire Commission Secretary explained that the Department requested proposals for this contract. The proposals were submitted and then evaluated by a panel. Roomian Associates was selected and awarded the contract.

Commissioner Conroy wished to know if Roomian and Associates had the current contract. Ms. Bauer responded in the affirmative. Commissioner Conroy stated that he was very satisfied with the services of the firm. He asked if there were any other bidders. Ms. Bauer responded that there had been another qualified bidder but they from out-of-state, which had raised questions of confidentiality and transmission of material over the Internet.

Chief Hayes-White wished to know who was on the selection panel. Ms. Bauer responded that it was a diverse panel, as requested by the Human Rights Commission. A representative of that Commission sat in with the panel during the evaluation.

There was no public comment.

Commissioner Lau moved and Commissioner Clarke seconded. There were no further questions or discussion and the Roomian and Associates contract was approved as presented by a vote of 5-0 (Conroy, Lau, Nakajo, Clarke, Makras).

7. LEAVE OF ABSENCE [Action]

Submitting request for Leave of Absence with pay for two days, September 6 through September 8, 2007, in order to attend the Fire Service Intelligence Enterprise Conference hosted by the New York City Fire Department in New York. There will be no cost to the San Francisco Fire Department. All travel related expenses will be paid by the sponsoring parties.

Chief Hayes-White stated that the Department feels honored to be selected to participate in this joint conference sponsored by FDNY and the Homeland Security Department. Only 15 metropolitan departments were asked to send one or two representatives. The conference will be a one-day open discussion related to the gathering of intelligence and information within the fire service as it relates to terrorism. She added that Chief Massetani, who oversees the Homeland Security Division, will join her at the conference.

There was no public comment.

Commissioner Makras moved and Commissioner Clarke seconded. There were no further questions or discussion and the Chief of Department's Leave of Absence was approved as presented by a vote of 5-0 (Conroy, Lau, Nakajo, Clarke, Makras).

8. CHANGES TO STATE FIRE CODE AND REVISIONS TO SAN FRANCISCO CODE [Discussion]

Report on process to amend San Francisco Fire Code based on issuance of revised California Fire Code, and on anticipated changes to San Francisco Fire Code.

Barbara Schultheis, Assistant Deputy Chief, Fire Marshal, presented the proposed 2007 San Francisco Fire Code, which will go in effect on January 1, 2008. She acknowledged Captain Tom Harvey, Bureau of Fire Prevention, who has managed the amendment process to the Fire Code for the past 15 years.

Chief Schultheis explained that the California Health and Safety Code mandates the State Building Standards Commission to publish new codes every three years. Local Jurisdictions have 180 days from the publication of the state codes to make local amendments. Currently in San Francisco all the codes – building, fire, mechanical, electrical and plumbing codes – are being amended and forwarded to the Board of Supervisors as part of a legislative process. It is the responsibility of the Fire Department to amend the local fire code and forward it as a proposed ordinance through the Fire Commission to the Board of Supervisors.

Chief Schultheis stated that the required timelines for the legislative process are on a tight schedule. If the local code adoption is not completed in the required timeframe, the Department's fees will not be enforceable on January 1st, since they are part of the local amendment. There are required waiting periods between actions, which allow time for the public to be noticed of the changes and be heard prior to final approval of the codes.

The tri-annual cycle is significant this year because the State of California decided to adopt a new model code. The San Francisco Fire Code consists of the Uniform Fire Code plus the California amendments, plus the San Francisco amendments. In the new cycle it will be the International Fire Code, plus the California amendments, plus the San Francisco amendments.

Chief Schultheis stated that the International Fire Code is less restrictive than the Uniform Code but most of the changes are minor. The Bureau of Fire Prevention's main obstacle will be learning the organization of the code. Most of the San Francisco amendments to the code are carried over and amended from the previous code. She noted that there were a number of substantive changes, which she proceeded to delineate for the Commission:

- (1) A firefighter access elevator provision was added after the unanimous approval by the Fire Commission.
- (2) An amendment to restore the backup fuel supply requirement for emergency generators in high rise buildings back to eight hours. The new California Fire Code had reduced it to two hours.
- (3) Sprinklers will be required when car stacking systems are added to garages. These new systems are a trend in San Francisco so that more cars can be parked in parking garages.
- (4) Sprinklers will not be permitted to be newly installed in elevator machine rooms or hoistways in high rise buildings, removing the requirement for an elevator shunt trip.
- (5) Elevator hoist ways and machine rooms are to be separated from the remainder of the building by two-hour construction and only elevator control equipment is to be permitted in the room, reducing the chance of a significant fire.

In closing, Chief Schultheis noted that other than the changes she mentioned the remainder of the amendments is similar to what is the current Fire Code. At the next Commission meeting, the proposed Fire Code will be in ordinance format for the Commission's review and approval.

A lengthy discussion ensued with Commissioners asking questions and Chief Schultheis and Captain Harvey responding.

Commissioner Makras wished to know when the Department requires key boxes and on what size buildings. Chief Schultheis responded that, as the Code reads now, it is when access is unduly difficult. She believed this to be vague and not clearly stated.

Commissioner Makras asked Chief Schultheis to explain the need for key boxes. He added that many cities have them as a requirement for new buildings since it provides faster access and reduces property damage. Chief Schultheis responded that the Department is reviewing the key box policy and procedures. There have been problems with burglaries with the key box currently in use. The Department is planning to use the listed key boxes called TRACess that require firefighters to have a small keypad and a PIN number in order to obtain access.

Commissioner Makras was surprised to see in the Fire Code a requirement for illumination of parking lots. Captain Harvey responded that all parking lots are to be lit at a minimum of one foot candle, which is not a high amount of light but enough to see where one is going. He added that that it is enforced by the Electrical Division of the Department of Building

Inspection.

Commissioner Conroy wished to know why this requirement is in the Fire Code and how it relates to the Fire Code as opposed to some other safety code. Captain Harvey responded that it has been historically in the Fire Code since the Department saw the need and included it. In addition, there is no other enforcing agency specifically for parking lots.

Commissioner Makras wished clarification of the increase in fees and how that was derived, and if the Department's combined cost was \$90 per hour for a firefighter. Chief Schultheis responded that the fees have already been approved by the Mayor's Office. They were submitted as part of the budget process. They are based on a fee study and analysis. Captain Harvey added that the Bureau of Fire Prevention developed the fees with the assistance of the Chief Financial Officer. The fees include the actual labor cost, the Department's overhead and percentages of various overhead for the city.

Commissioner Nakajo wished clarification on how the Department the Department fights fires in building over 200 feet. He was aware of the air replenishment system. Chief Hayes-White responded that the air replenishment system became an ordinance in 2003 and had to be installed in buildings over 75 feet in height. Standard operating protocol for the Department in fighting high-rise fires is to have firefighters ascend the staircase. The exception would be if there are banked elevators and firefighters could ascend to floors below the fire scene.

Commissioner Nakajo wished to know why the new buildings did not have banked elevators. Chief Hayes-White responded that most commercial building do, but high-end residential buildings, such as the 60-story Rincon facility, may only have six to eight occupants per floor. Chief Schultheis added that bank elevators are installed so people can travel faster and are based on occupant loads. It is more efficient for office buildings with high occupant loads to have banked elevators.

Commissioner Conroy wished to know to know whether the new International Code replaced the Uniform Fire Code. Chief Schultheis confirmed this and added that the State used the Uniform Fire Code as the model code but now has replaced it with the International Code. He asked if the following was added because it was not included in the International Code: *combustible materials shall not be stored in elevator machine rooms*. Chief Schultheis explained that it was added for clarification and emphasis. She stated that there should be no storage of any combustibles in an elevator machine room and this is a requirement of the elevator code. She reiterated that it was not something taken out by the International Code but only added by the Department for emphasis.

Commissioner Lau asked about some previous correspondence that was a request from the Hong Kong Fire Department asking for information on fire codes related to high rise sprinkler systems. He wondered if the Department was able to supply the information. Chief Schultheis responded that the Department completed their survey and provided information. She got an email acknowledgement that it was received.

There was no public comment.

9. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events; including budget issues; Divisions within the Department and the EMS Reconfiguration

Chief Hayes-White presented the report.

Budgets – The Department is on track with the FY 2007-08 budget and is in the process of closing out the FY 2006-07 budget.

H3 Paramedic Level 1 – The class has finished five weeks of classroom training in the academy and is completing four weeks of field and clinical evaluation, as well as their demeanor with the public. Graduation is scheduled for August 24th at the Treasure Island facility.

H30 Captains Process – 50 Captains have been appointed and the Department is in the process of planning for a promotional ceremony. A number of venues are being considered since attendance will be high – 200 to 300 hundred people.

Upcoming Examinations – The Department is continuing work on the H40 Battalion Chief exam, which is tentatively targeted for March 2008 with an anticipated 70 to 80 members sitting for the examination. The H20 Lieutenant exam is also under development and will be a challenging examination. It will be in multiple phases with a pass point after the fire scene and first aid simulation. It is anticipated that 800 to 1000 members will be sitting for the exam.

Local 798 MOU – The contract was forwarded by the Government Audits and Oversight Committee to the full Board of Supervisors. It passes the first reading by the Board unanimously and there should be no opposition at the second reading on August 14th.

Fireman's Fund Heritage Program – The Department held a well attended press conference at its demonstration of the marine thermal imaging camera that was donated by Gallagher-Tarantino Insurance to the Fireboat Phoenix. The company participated in the Fireman's Fund Heritage Program and was able to donate this \$10,000 piece of equipment to the Department.

In closing, Chief Hayes-White requested that the Commission adjourn its meeting in memory of Al Sassus, a great fan of the Department and a wonderful person. He spent many volunteer hours at the Fire Museum, was an officer and director of the Phoenix Society, and had great knowledge of the history of the San Francisco Fire Department.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reported on overall operations during the period July 11, 2007 through August 7, 2007. One greater alarm fire occurred during the reporting period. The 2nd alarm was at 3-story wood frame residential house at 4680 18th Street. There were two civilian injuries.

A joint operational exercise was conducted on July 15, 2007. Members from the Department, the 95th Civil Support Team and Building Management and Security from the Transamerica building participated in a High-rise Hazardous Material release exercise.

The Chief of Department accepted a check on August 2nd from Gallagher-Tarantino and Fireman's Fund for the purchase of a thermal imaging camera for the Fireboat Phoenix. Rescue 1 demonstrated the device.

Emergency Medical Services dispatched two ambulances on August 2nd to CPMC (California Pacific Medical Center) due to a request for an inter-facility transport because of a catastrophic failure of 11 dialysis machines.

The Bureau of Fire Prevention continues normal activities including building inspections, plan reviews, permit issuance and code enforcement.

The Senior Home Safety Grant has been successful in reaching seniors with: (1) 115 presentations; (2) 3196 Attendees; (3) 557 home visits; (4) 427 smoke alarms provided for pick-up.

The Department's Plan Review Section at DBI (Department of Building Inspection) has undergone numerous changes under the new Director Isam Hasenin. The counter service has been stream lined allowing for more plan approvals.

The Bureau of Fire Prevention has been working to a tight deadline to produce the 2007 San Francisco Fire Code, which must go into effect on January 1, 2008. Building, Fire, Electrical, Mechanical and Plumbing Codes must also transition from the Uniform Model Codes to the International Model Codes.

Special Operations planned and coordinated the Transamerica building High-rise Hazardous Material release exercise mentioned previously. In addition, the strike team responded to Contra Costa on July 27th.

The San Francisco International Airport Activities Summary for responses at SFO, as well as other activities, is included in the Operations Report submitted by Chief Kochevar.

Pete Howes, Assistant Deputy Chief, presented an update on EMS response times by Battalion.

Chief Howes explained that his presentation will encompass (1) static and dynamic deployment posting locations; (2) workload changes; (3) logistic support; (4) performance; and (5) current and future challenges.

Chief Howes pointed out that at the start of the EMS Reconfiguration, there were nineteen 24-hour ambulances located at stations and, currently, there are eight. The transition of static to dynamic deployment is system status management, and consists of matching demand for calls with resources and moving those resources to the area of need. As more dynamic ambulances were deployed, the workload started to shift. The area of highest call volume, the theater district and the downtown corridor area, were being well covered. Predictably, Battalion 7, 8, and 9 areas are still experiencing slower response times, due to hospital placement and the placement of the dynamic units to cover the highest call areas. There has been improvement in the Battalion 10 area due to a dynamic posting location at Silver and San Bruno.

The Logistics Center at 1415 Evans Street serves as a supply center for the entire Department. EMS has worked with Support Services to make the most of the facility. During inclement weather, the ambulances are backed in and quickly re-stocked. There are nine supply hubs at firehouses throughout the city. Plans are underway to implement some caches in the dynamically deployed units, so that Engines that need an oxygen mask or a cervical collar could get them out of the ambulance instead of traveling to a supply hub.

Performance Management is the process used to ensure that clinical skills with patient care are handled well. There were three recent classes of Paramedics in the field, which needed a great deal of documentation and involvement with the Division of Training.

Chief Howes noted that reports from the field have been very good regarding patient care and

customer service delivered by these new employees. Field crews have had positive interaction with members in suppression, and there is a feeling of mutual respect. Colleagues on the ambulances are getting along well and participating in off-duty activities together. Good reports have also been received from hospital staff and the EMSA Medical Director, who has done ride-alongs, and is impressed by the paramedics' preparation and their training. Citizens have also responded through letters and phone calls regarding their positive experience during a difficult time.

In closing, Chief Howes pointed out that there are two challenges that he was working on, primarily in the policy area: hospital diversion and patient selection of hospital of choice. Hospital diversion occurs when a hospital turns away ambulances because they are overwhelmed and have no critical care beds available. This causes a time lag and delays to the ambulances and comprises the Department's response. The other problem is a policy of the City and County of San Francisco to allow patients to select the hospital they wish to be taken to. This again impacts the Department's response times when ambulances take patients leaving their response area for extended time periods. Chief Howes clarified that with critical care patients, such as cardiac arrest, the ambulances go to the nearest hospital emergency room. He added that these problems are not San Francisco's alone but are a national problem and attempts are being made to mitigate this on a national basis.

Discussion ensued with Commissioners asking questions and Chief Howes responding

Commissioner Nakajo wished to know if in Phase 5 of the EMS Reconfiguration all 24-hour ambulances would be converted. Chief Howes responded that this was still under discussion since Proposition F authorized four ambulances in the field.

Commissioner Lau commended Chief Howes on an excellent presentation and declared that from everything he had heard this evening the new paramedics are not only doing well in the field but also getting along well with suppression members of the Department. He believed this to be a very positive outcome.

Commissioner Conroy echoed Commissioner Lau's sentiments. He assumed that morale in the EMS ranks was better and fewer complaints were being heard. He asked about turnover. Chief Hayes-White responded that turnover had slowed considerably and even a recent member who had resigned in May, had reapplied and was reinstated by the Department.

Commissioner Conroy commended Chief Hayes-White and her Administration for what appears to be a successful EMS Reconfiguration.

Please note: Assistant Deputy Chief Howes' presentation is attached and will be also posted on the Fire Commission's website under "Supporting Documents" for the August 9, 2007 meeting.

There was no public comment

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, July 14 through July 31, 2007.

b. Employee Actions

Reporting that the following employee has passed probation effective July 13, 2007:

H3 Level 2 Paramedic
Limon, Armando D.

Reporting that the following employee has passed probation effective July 10, 2007:

1823 Senior Administrative Analyst
Corso, Mark P.

Retirements

Communications received from the Retirement Board indicating that the following members have retired:

Name	Rank	Years of Service	Type	Retirement Date
Drake, George D.	H30	30	Service	May 7, 2007
Duensing, John	H2	30	Service	May 5, 2007
Ferrando, John J.	H20	30	Service	May 19, 2007
Henderson, Gerald S.	H2	30	Service	May 16, 2007
Hickey, Kevin T.	H2	39	Service	May 11, 2007
McHugh, James E.	H30	30	Service	May 19, 2007
Smith, Gary S.	H2	30	Service	May 9, 2007
Soule, Anthony P.	H30	36	Service	May 12, 2007
Arce, Edward J.	H30	33	Service	July 14, 2007
Groger, Theodore R.	H10	29	Service	July 1, 2007
Stewart, Wayne P.	H2	26	Service	July 1, 2007

Retirement Certificate will be presented at Fire Commission Meeting of October 25, 2007

Leaves of Absence

Reporting leave of absence with pay for Deputy Chief Gary Massetani for two days, September 6 through September 8, 2007, in order to attend the Fire Service Intelligence Enterprise Conference hosted by the New York City Fire Department in New York. There will be no cost to the San Francisco Fire Department. All travel related expenses will be paid by the sponsoring parties. Chief Massetani will not be replaced.

Reporting leave of absence with pay for Deputy Chief Gary Massetani for three days, August 22 through August 25, 2007, in order to attend the Fire Rescue International Conference sponsored by the International Association of Fire Chiefs. Funds for the trip are included in the Fire Department FY 2007-08 budget. Chief Massetani will not be replaced.

Leaves

Submitting requests for leaves of absence with pay for the time period from Feb, 2007 through October, 2007.

No. of Members	Rank	Total amount of leave (days)
14	H2 Firefighter	247
3	H3 Firefighter/Paramedic	39

2	H20 Lieutenant	128
1	H50 Assistant Chief	58
Total Number of Days with Pay		472

Submitting requests for intermittent leaves with pay for the time period from May, 2007 through August, 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of Leave</i>
1	H2 Firefighter	Aug 8, 2007 – Aug 7, 2008
1	H2 Firefighter	July 1, 2007 – July 1, 2007
1	H2 Firefighter	July 5, 2007 – Feb 21, 2008
1	H3 Firefighter/Paramedic	May 6, 2007 – May 3, 2008
1	H20 Lieutenant	Aug 1, 2007 – Dec 31, 2007
1	H30 Captain	Jun 19, 2007 – Jun 19, 2008

Submitting requests for leaves of absence without pay for May 2007 through October 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
2	H2 Firefighter	98
1	H4 Fire Safety Inspector	22
Total number of Days w/o Pay		120

c. Accidents

<i>Unit</i>	<i>Incident #</i>	<i>Date</i>	<i>Vehicle</i>	<i>Description</i>
AP	607154	5/6/2007	725-093	While backing up, Rescue 93 struck a parked Police car.
AP3	607155	5/19/2007	725-084	While driving through an automated car wash, the light bar on Rescue 49 was damaged.
M19	708004	5/22/2007	145755	While driving, Medic 19 made struck a parked school bus.
M17	607157	5/27/2007	145743	While parked at General Hospital, Medic 17 was struck by a vehicle which left the scene.
T14	607158	5/29/2007	145611	While driving forward and turning right, Truck 14 hit a parked car.
M11	607159	5/31/2007	145749	While backing into quarters, Medic 11 struck apparatus door.
E22	607160	6/1/2007	145504	While proceeding forward to clear a driveway, Engine 22 struck a parked car.

M93	607153	6/5/2007	145720	While backing into a parking space without a spotter, Medic 93 came into contact with another vehicle.
T13	607166	6/5/2007	145621	While backing into quarters with spotters posted, T-13 misjudged clearance and struck a pole.
M39	607161	6/6/2007	145753	While parked at a medical incident, M39 was backed into.
E21	607167	6/13/2007	145526	While responding Code 3 and turning right, E21 struck a parked motorcycle.
D2	607162	6/15/2007	145378	While parked at an incident, Division 2 was struck by another vehicle.
M38	607164	6/21/2007	145744	While waiting to turn right, Medic 38 was struck by another vehicle.
M78	607168	6/23/2007	145748	While exiting from hospital and turning left, Medic 78 struck a pillar.
T10	607170	6/26/2007	145613	While responding Code 3, driver allowed Truck 10 to roll into another vehicle.
MP2	607169	6/28/2007	145807	While moving into position at a grass fire, Mini-pumper 43 struck a road stanchion.
FP	708003	6/28/2007	1459021	While waiting to proceed forward, BFP unit was struck from behind by a vehicle.
E11	607171	6/29/2007	145545	While proceeding downhill at 23rd Street, Engine 11 bottomed out causing front end damage.
M61	708001	6/30/2007	145731	While backing into San Francisco General hospital, Medic 61 stuck a patrol car.
E25	708005	7/4/2007	145537	While making a tight right turn, Engine 25 struck a parked vehicle.
E43	708008	7/5/2007	145554	While pulling over to allow Mini-pumper 43 to pass, Engine 43 struck a parked vehicle.
E24	708002	7/6/2007	145597	While traveling on Burnett Street, Engine 24 struck a parked car.
M64	708009	7/6/2007	145742	While traveling on Polk Street, Medic 64's mirror was struck and broken by a passing tour bus.
M65	708007	7/11/2007	145754	While traveling westbound through the Broadway Tunnel, driver of Medic 65 drifted into curb.

10. ADJOURNMENT

President Conroy adjourned the meeting in memory and honor of Al Sassus, an active member of both the Phoenix Society and the SFFD Historical Society. The Commission is grateful for his contribution to the Department, its lore and its history.

The meeting was adjourned at 8:20 PM.

Reconfiguration Update

San Francisco Fire Department
EMS Division

Collaborative Process

- Under the Direction of the Chief of Department, Deputy Chief of Operations, and the Deputy Chief of Administration
 - Department of Human Resources
 - Division of Training
 - Bureau of research and Planning
 - EMS Division: Admin., Ops, QM
 - H-3 Committee / PMs & Local 798

This Presentation

- Transition of Static to Dynamic Deployment
- Posting Locations
- Workload Transition
- Logistics Support Center
- Patient Care & Performance Management
- Challenges to Response times in the City & County of San Francisco
- What is next?

Project Goals

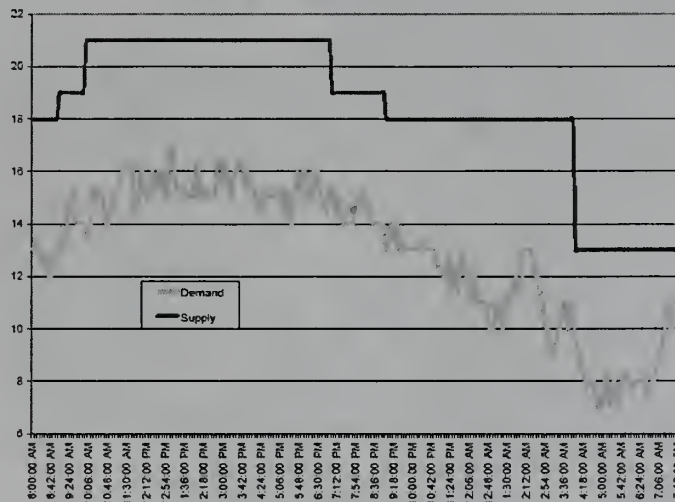
- Operate within County mandated response time guidelines
- Stabilize / equalize workload across static ambulances
- Complete Truck training
- Data Driven
- Measurable and Controlled changes
- Limit Risk exposure
- Fire / EMS Industry Best Practices

19 - 24 hour Ambulances



Transition of Static to Dynamic Deployment

- Static Deployment = Fixed facilities / stations
- Dynamic Deployment = System Status Management [SSM]
SSM matches the Service Demand (calls) with
Resources (ambulances/medical units)
and
moves these resources in the system/City
to where the service is needed

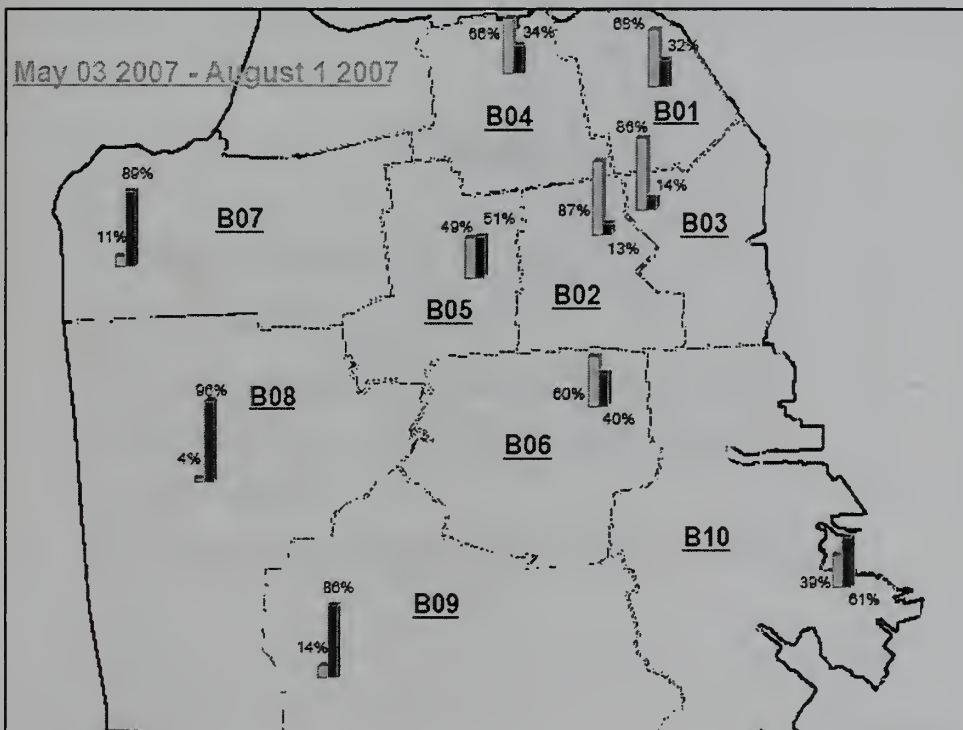
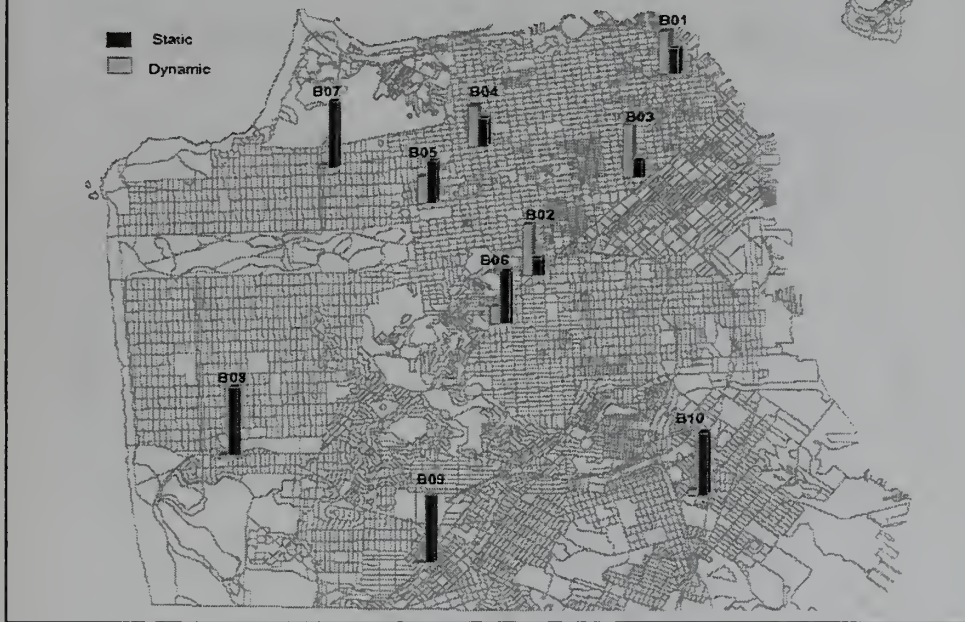


Phase 1

- Close Medics [24 hour]: Station 1, Station 3, Station 36
- Add: Ambulances on 10 hour shifts
- Develop posting location in the center of the highest Demand for service
- Develop Business rules to assist dispatch with placing the ambulances where they are needed



Workload per District 11/06



Comparison of Nov 06 & Aug 07



Phase 4

- Close Medics: 11, 21, 28
- Add additional shifts
- Deploy a combination of 2 paramedic ambulances & 1 EMT + 1 paramedic ambulances
- Continue to monitor performance metrics

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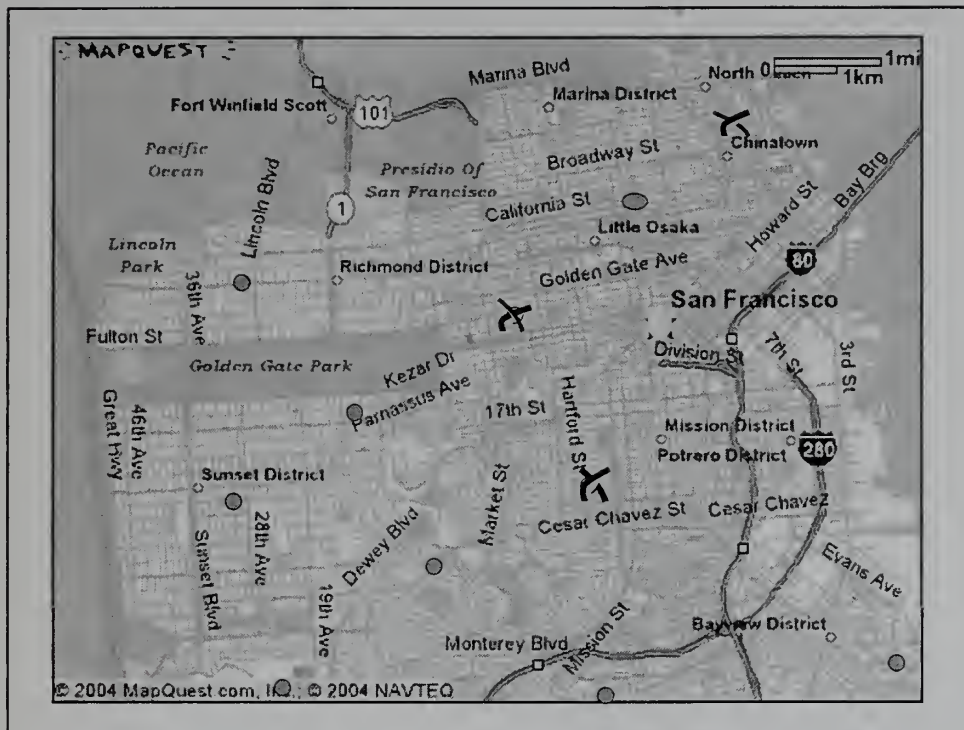
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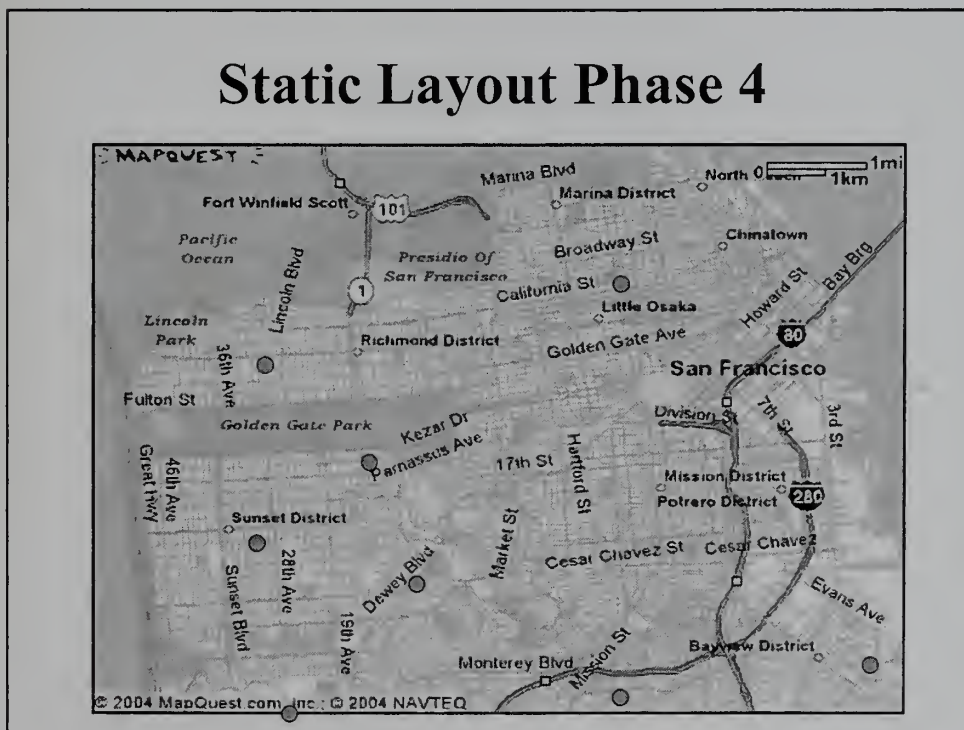
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Static Layout Phase 4



Logistics Support Center

- 1415 Evans Street
- Best Practices for the Center
 - Sunstar – Pinellas County
 - AMR - Alameda County
- Nine Fuel / Supply Hubs at Firehouses
- Mobile Supply caches
- Performance Management
 - Section Chief EMS Operations
 - Captain
 - Lieutenants
 - Field RC's
 - Quality Management

Patient Care

Comprehensive Performance Management Program
approved by the EMSA

1. Each new PM surveyed regarding course content
2. Surveyed a second time after 30 days regarding course content applicability
3. 90, 180, 270 & 360 day skills testing
 - Critical failures addressed with remediation
4. Paramedic Captain ride-a-long with performance narrative regarding each new member in a data base
5. Interview with EMS-1 regarding Division performance and career path forward

Good Reports

- From RC's
- Field crews [suppression] they work with
- From their new colleagues in the ambulances
- From the Hospital staff
- EMSA Medical Director
- SFFD Medical Director
- Citizens at large
- Patients

SFFD Outreach Programs

- HOMETEAM
 - Work with Department of Public Health to mitigate Demand... while getting the patient connected with services
- Asthma Outreach
 - Healthy communities / dealing with illness as a child or young adult
- McMillan
 - Alternative transport facility / sobering center
- Mental Health receiving facility alternatives

What is Next?

- Continue with Performance Management Plan
- Continue Outreach
- Interoperable training with Firefighter paramedics and the new members
- Interoperable training with Private sector

- Align DPH Policy & Planning for system implementation with SFFD
- Department of Public Health: Surge capacity & Mass Care
 - Planning, Policy
 - Patient tracking
 - Equipment specs & purchases w/HLS support
 - Interoperable exercises

Pinnacle 2007

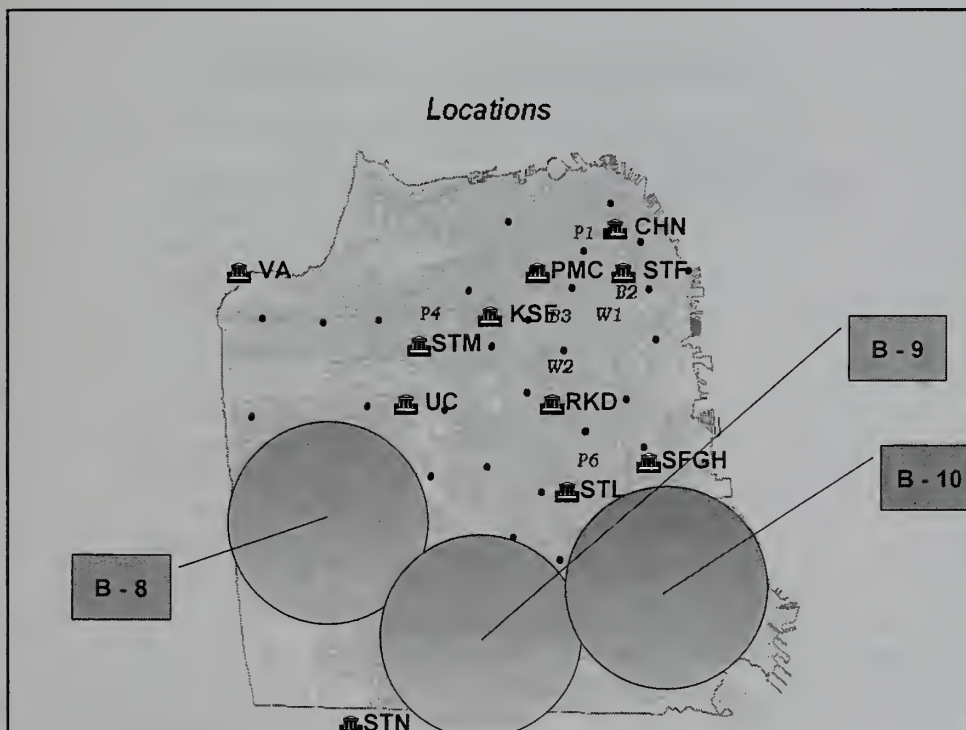
- EMS Leadership Conference
- 400 EMS Leaders
- Best Practices
- SFFD is On Track!
 - SSM
 - Mission driven, employee collaborative/transparent, & patient focused
 - Data validated process
 - Local and Regionally interoperable
 - Living process with constant monitoring and input

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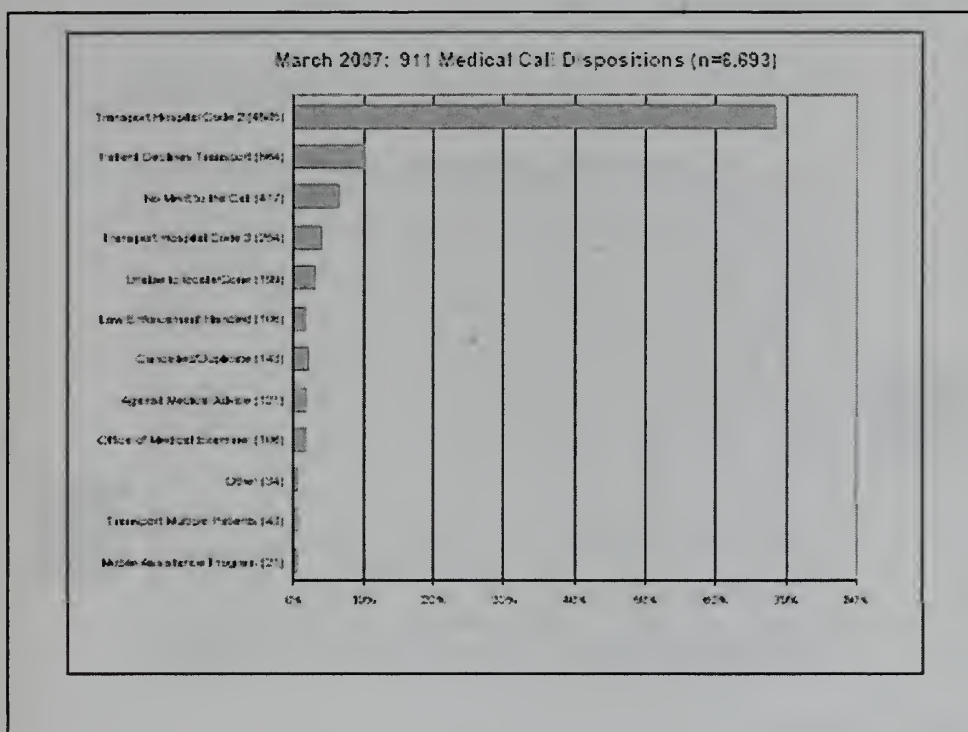


Response Time Challenges

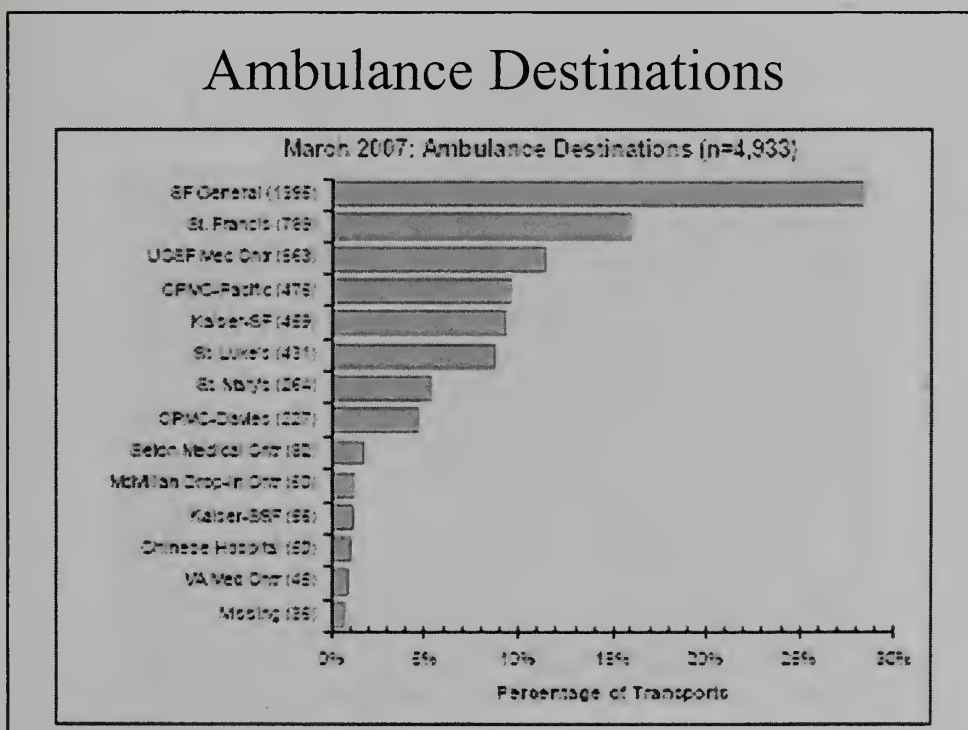
- Supply & Demand is the issue
- Supply
 - can be monitored and adjusted
 - Hospital diversion
- Demand
 - Difficult to predict sudden changes
 - Trend analysis ongoing
 - Workload monitoring daily
 - Hospital diversion
 - Working on Special programs
 - Wellness programs
 - Dispatch efficiencies
 - Performance management at the street level







Ambulance Destinations





Monthly Percentage of Time on Total Diver Status: April 2006 – March 2007

SFGH
19%

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



August 21, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

DOCUMENTS DEPT.

Tuesday, August 21, 2007 - 8:30 AM

APR 28 2008

698 Second Street, Room 102, San Francisco, CA 94107

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AGENDA

Item No.

1. ROLL CALL

Commissioner Victor Makras, Hearing Officer

2. CASE NO. 07-1: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT (Continued from April 18, 2007, April 23, 2007 and July 25, 2007)

On January 25, 2007, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Assistant Chief Aaron Stevenson with misconduct and violation of Department Rules and Regulations as follows:

- Section 3922 - Acts Detrimental to the Welfare of the Department
- Civil Service Commission: Rule 311: 311.7.3 - Confidentiality of Examination Questions

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the complaint and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on complaint (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

Fire Commission

TEXT ONLY:



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TEXT SIZE:



August 22, 2007 (Special Meeting) CANCELLED

FIRE COMMISSION SPECIAL MEETING

Wednesday, August 22, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

DOCUMENTS DEPT.

APR 28 2008

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2. CASE NO. 07- 4: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS AND DECISION ON THE COMPLAINITOR OTHER ACTION ON CHARGES *[Action item]*

On June 20, 2007 Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Dan Kelly with misconduct and violation of Department Rules and Regulations as follows:

Section 3803 - Accumulation of Sick Leave

Section 3915 - Proper Behavior

Section 3918 - Unauthorized Leave of Absence & Abandonment of Employment

Section 3923 - Disobedience

Section 3922 - Acts Detrimental to Welfare of Department

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item

Members of the public may comment on all matters pertaining to Agenda Item No. 2, including the complaint; whether to hold the hearing on the complaint in closed session; and whether to conduct deliberations in closed session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

b. Vote(s) on closed session

- (1) Whether to hold the hearing on the complaint in closed session **[Action]**
- (2) Whether to conduct deliberations in closed session **[Action]**

c. Hearing and deliberations

- (1) Hearing on the complaint(in open or closed session, per the Commission's vote)
- (2) Deliberations and possible action on the complaint (in open or closed session, per the Commission's vote) **[Discussion and Possible Action]**

d. If closed session is held, reconvene in open session

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. ADJOURNMENT

Fire Commission

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August 23, 2007 (Special Meeting 4:00 PM)

FIRE COMMISSION SPECIAL MEETING

Thursday, August 23, 2007 - 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 06-10: CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT *[Action]* (Continued from August 6, 2007)

Commission Deliberations and possible approval of Findings of Fact in a case concerning a suspension by Joanne Hayes-White, Chief of Department, which in accordance with Section 4001 of the Rules and Regulations, H30 Acting Captain Kevin Smith appealed. A/Captain Smith received the 4-day suspension for the period January 25, 26, 27 and 28, 2005 for violation of the Rules and Regulations as follows:

- Section 3207 - Protective Equipment
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Section 3956 - Safety Rules
- G.O. 02 A-45 - Personal Protective Equipment (Paragraphs 3 and 5)

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item

Members of the public may comment on all matters pertaining to Agenda Item No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government

Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session

1. Vote on whether to conduct deliberations on Findings of Fact in Closed Session. **[Action]**

C. Deliberations and Possible Action

1. Deliberations and possible action on Findings of Fact (in open or closed session, per the Commission's vote) **[Action]**

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). **[Action]**

3. ADJOURNMENT

Fire Commission

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August 23, 2007 (Special Meeting 4:00 PM)

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, August 23, 2007 - 4:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 4:05 PM.

1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras (arrived at 4:15 PM)

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Also present

Marie Blits, Deputy City Attorney, Government Team, Counsel to the Commission
Tania Bauer, Secretary to the Commission

2. CASE NO. 06-10: CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT **[Action]** (Continued from 8/6/07)

Commission Deliberations and possible approval of Findings of Fact in a case concerning a suspension by Joanne Hayes-White, Chief of Department, which in accordance with Section 4001 of the Rules and Regulations, H30 Acting Captain Kevin Smith appealed. A/Captain Smith received the 4-day suspension for the period January 25, 26, 27 and 28, 2005 for violation of the Rules and Regulations as follows:

- Section 3207 - Protective Equipment
- Section 3923 - Disobedience
- Section 3924 - Insubordination
- Section 3956 - Safety Rules
- G.O. 02 A-45 - Personal Protective Equipment (Paragraphs 3 and 5)

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item

Members of the public may comment on all matters pertaining to Agenda Item No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

There was no public comment.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on Findings of Fact in Closed Session. **[Action]**

Commissioner Clarke moved for closed session and Commissioner Nakajo seconded. The motion was unanimously approved (4-0). The Commission went into closed session deliberations at 4:10 PM.

C. Deliberations and Possible Action

1. Deliberations and possible action on Findings of Fact (in open or closed session, per the Commission's vote) **[Action]**

Commissioner Makras did not participate in deliberations and did not vote.

D. If Closed Session is held, reconvene in Open Session

The Commission reconvened in open session at 4:35 PM.

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

President Conroy reported that the Commission had approved the Findings of Fact as presented by Counsel for the Department, with two minor corrections. The Secretary is to prepare the finalized version of the Findings of Fact and transmit it to parties.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). **[Action]**

Commissioner Lau moved not to disclose any discussion held in closed session and Commissioner Clarke seconded. The motion was unanimously approved (4-0), with Commissioner Makras not voting.

3. ADJOURNMENT

The meeting was adjourned at 4:30 PM.



Fire Commission

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**August 23, 2007 (Special Meeting 4:30 PM)**

FIRE COMMISSION SPECIAL MEETING

Thursday, August 23, 2007 - 4:30 PM

698 Second Street, Room 221, San Francisco, California 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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SAN FRANCISCO
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Conference with City Attorney to discuss pending litigation and proposed settlement: *Daniel Worrell v. City and County of San Francisco*, San Francisco Superior Court, Case No. 455-569, Action filed: August 25, 2006; possible vote to recommend that the San Francisco Board of Supervisors approve settlement of the lawsuit. This item may be heard in Closed Session pursuant to Government Code §54956.9(a) and San Francisco Administrative Code §67.10(d).

A. PUBLIC COMMENT ON SPECIAL MEETING AGENDA ITEM; POSSIBLE CLOSED SESSION

1. Public Comment on Agenda Item No. 2, including, if there is a motion to go into Closed Session, public comment on whether to go into Closed Session.

2. If there has been a motion to go into Closed Session: Vote on whether to hold Closed Session to confer with legal counsel. [**Action**]

B. CONFERENCE AND POSSIBLE ACTION, OPEN SESSION OR CLOSED SESSION

1. Conference with City Attorney regarding pending litigation and proposed settlement.
2. Possible vote to recommend that the San Francisco Board of Supervisors approve settlement of the lawsuit. **[Action]**

C. IF CLOSED SESSION IS HELD, RECONVENE IN OPEN SESSION

1. Possible report on action taken in Closed Session pursuant to Government Code §54957.1(a)(3) and §54957.7(b), and San Francisco Administrative Code §67.12(b)(2) and (3).
2. Vote to elect whether to disclose any or all Closed Session discussions. **[Action]**

3. ADJOURNMENT

Fire Commission

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August 23, 2007 (Special Meeting 4:30 PM)

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, August 23, 2007 - 4:30 PM

698 Second Street, Room 221, San Francisco, California 94107

The meeting was called to order by President Conroy at 4:45 PM.

1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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APR 28 2008

Also Present

Karen Kirby, Deputy City Attorney, Team Leader, Office of the City Attorney
Katharine Porter, Deputy City Attorney, Government Team, Counsel to the Department
Tania Bauer, Commission Secretary

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2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [*Discussion and Possible Action*]

Conference with City Attorney to discuss pending litigation and proposed settlement: *Daniel Worrell v. City and County of San Francisco*, San Francisco Superior Court, Case No. 455-569, Action filed: August 25, 2006; possible vote to recommend that the San Francisco Board of Supervisors approve settlement of the lawsuit. This item may be heard in Closed Session pursuant to Government Code §54956.9(a) and San Francisco Administrative Code §67.10(d).

A. PUBLIC COMMENT ON SPECIAL MEETING AGENDA ITEM; POSSIBLE CLOSED SESSION

1. Public Comment on Agenda Item No. 2, including, if there is a motion to go into Closed Session, public comment on whether to go into Closed Session.

There was no public comment.

2. If there has been a motion to go into Closed Session: Vote on whether to hold Closed Session to confer with legal counsel. **[Action]**

Commissioner Lau moved for closed session and Commissioner Clarke seconded. The motion was unanimously approved (5-0). The Commission went into closed session deliberations at 4:50 PM.

B. CONFERENCE AND POSSIBLE ACTION, OPEN SESSION OR CLOSED SESSION

1. Conference with City Attorney regarding pending litigation and proposed settlement.
2. Possible vote to recommend that the San Francisco Board of Supervisors approve settlement of the lawsuit. **[Action]**

C. IF CLOSED SESSION IS HELD, RECONVENE IN OPEN SESSION

1. Possible report on action taken in Closed Session pursuant to Government Code §54957.1(a)(3) and §54957.7(b), and San Francisco Administrative Code §67.12(b)(2) and (3).

The Commission reconvened in open session at 5:50 PM.

Commissioner Conroy reported that the Commission took no action in Closed Session.

2. Vote to elect whether to disclose any or all Closed Session discussions. **[Action]**

Commissioner Lau moved not to disclose any discussion held in closed session and Commissioner Clarke seconded. The motion was unanimously approved (5-0).

3. ADJOURNMENT

The meeting was adjourned at 5:35 PM.

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*
No. 07-42

FIRE COMMISSION REGULAR MEETING
Thursday – August 23, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of July 26, 2007 and August 9, 2007, and Special Meetings of August 6 and August 9, 2007

Action to be taken: Approval of the minutes

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(August 3, 2007 through August 16, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1 From Liz Henderson, property management group representative, Rincon Center, looking for volunteers for an event to celebrate Fire Prevention week. Copy: Commissioners, Chief of Department, and Fire Marshal.

2. From Jean Hansel, reporting extreme fire hazard in vacant building on Pine Street. Copy: Commissioners, Chief of Department, and Fire Marshal.
3. From Ira Lubell, M.D., and Peter Rill, M.D., regarding the elimination of their job sharing positions with a single position for Department Physician. Copy: Commissioners, Chief of Department, and Deputy Chief, Administration.
4. From Gustavo Manerchia, volunteer firefighter, San Telmo and Puerto Madera Fire Districts, Argentina, asking for donations of tools and used personal protection equipment. Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.
5. From Bill Fowler, notifying that reporting a fire hazard is difficult and the hazard line is not useful since no one answers and nothing is done to remedy the situation. Copy: Commissioners, Chief of Department, and Fire Marshal.
6. From Evamarie Atijara, Maria Rael, Evelyn Soliman and Ana del Cid, secretarial staff, Bureau of Fire Prevention, regarding misrepresentation of the duties of the undersigned by Chief of Department at the June 28th Budget and Finance Committee meeting. Copy: Commissioners, Chief of Department, and Fire Marshal.
7. From Kathy Golberg, inquiring on how a report of a fire can be received. Copy: Commissioners, Chief of Department, and Fire Marshal.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Heather Fong, Chief of Police, thanking the Chief and members of the Department for their participation, cooperation and professionalism in events associated with the 78th All Star Game. Copy: Commissioners.
2. From Monique Moyer, Executive Director, Port of San Francisco, thanking the members of the Department for an outstanding effort during the 2007 All Star Game Festivities at the Port of San Francisco. Copy: Commissioners

CHARGES ISSUED BY CHIEF OF DEPARTMENT

Verified Complaint

Submitting verified complaint against Firefighter Timothy Guterrez, dated July 27, 2007, for violation of the Rules and Regulations as follows:

General Order 04 A-56 - Disciplinary Procedures for Members with Expired EMT Certificates and Paramedic Licenses

Verified Complaint

Submitting verified complaint against Firefighter David Chavez, dated August 9, 2007, for violation of the Rules and Regulations as follows:

Section 2805 - Leadership

Section 2808 - Welfare of Subordinates

Section 3922 - Acts Detrimental to Welfare of Department

Verified Complaint

Submitting verified complaint against Acting Special Services Officer Jerry Keohane, dated

August 10, 2007, for violation of the Rules and Regulations as follows:

Section 3912 - Intoxicants & Drugs

5. LEAVE OF ABSENCE [Action]

Submitting Leave of Absence with pay by Chief of Department for two days, October 11 through October 13, 2007, in order to attend the National Fire Protection Association's Urban Fire Forum in Quincy, Massachusetts. The National Fire Protection Agency will cover all travel-related expenses. There will be no cost to the Department.

6. PROPOSED 2007 SAN FRANCISCO FIRE CODE [Action]

Approval of proposed legislation amending the 2007 San Francisco Fire Code

7. SAN FRANCISCO FIRE DEPARTMENT APPLICATION PROCESS [Discussion]

Review of the application period for open positions in the San Francisco Fire Department

8. SAN FRANCISCO FIRE DEPARTMENT DRUG AND ALCOHOL POLICY [Discussion and possible Action]

Review and approval of proposed drug and alcohol policy

9. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events; budget issues and Divisions within the Department

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, July 28, 2007 through August 10, 2007

b. Employee Actions

Reporting the following PROVISIONAL appointment effective July 28, 2007:

H-24 Lieutenant, BFI

Karl T. Selchau (vice: Kevin Callaghan retired)

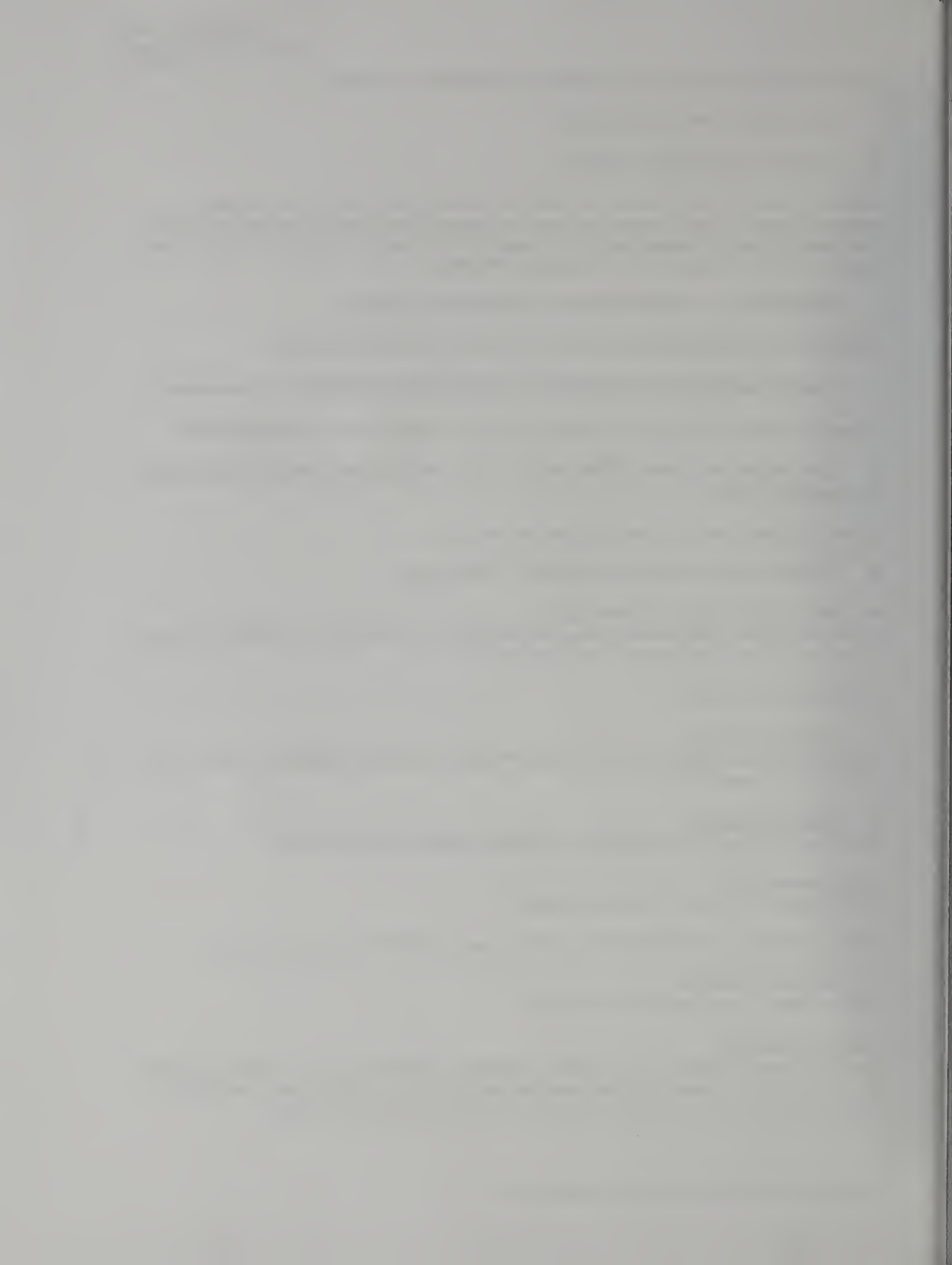
Reporting the following PERMANENT (rehire) appointment effective August 11, 2007:

H-3 Firefighter Paramedic

Damon O'Brien (vice: Robert Weaver retired)

Leaves of Absence

Reporting leave of absence with pay for Ms. Dorothy Teupel for four days, October 14 through October 18, 2007, to attend the Personal Protection Council in Austin, Texas. Lodging and meals will be paid by Lion Apparel Company. Ms. Teupel will not be replaced.



<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 Utility Plumber	AWSS	2	8/16/07 thru 8/17/07	Sec. 3926 (Tardiness & Failure to Report)

Retirements

Communication received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i></i>	<i>Type</i>	<i>Retirement Date</i>
Rooney, Barbara L.	1426	19.5	Service	July 1, 2007
Smith, Walter R.	H2	31.5	Service	July 21, 2007
Cuff, Robert J.	H2	27.5	Service	June 16, 2007
Joyce, Mortimer J.	H2	8	Service	July 1, 2007

Retirement Certificate will be presented at Fire Commission Meeting of October 25, 2007

10. ADJOURNMENT

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FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



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San Francisco, CA 94107
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Tania Bauer, *Secretary*

No. 07-42

MINUTES OF THE FIRE COMMISSION REGULAR MEETING

Thursday – August 23, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:10 PM

1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Joanne Hayes-White	Chief of Department
Richard Kochevar	Deputy Chief, Operations
Assistant Deputy Chiefs – Staff	
Patrick Casserly	Division of Airports
Peter Howes	Division of Emergency Medical Services
Thomas Siragusa	Division of Training
Robert Navarro	Division of Homeland Security
Chief Officers – Firefighting Services	
Art Kenney	Division 2
Audry Lee	Division 3

EMS Officers	
Karl Sporer, M.D.	SFFD Medical Director
Sebastian Wong	Section Chief, Operations

2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of July 26, 2007 and August 9, 2007, and Special Meetings of August 6 and August 9, 2007

There was no public comment.

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Commissioner Lau moved to approve the minutes of the Regular Meeting of July 26, 2007 and the Special Meetings of August 6, 2007 and August 9, 2007. The minutes of the Regular Meeting of August 9, 2007 were not ready for approval. Commissioner Clarke seconded the motion. There were no questions or discussion. The minutes of the Regular Meeting of July 26, 2007 and the Special Meetings of August 6, 2007 and August 9, 2007 were approved as presented by a vote of 5-0 (Conroy, Lau, Nakajo, Clarke, Makras).

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(August 3, 2007 through August 16, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Liz Henderson, property management group representative, Rincon Center, seeking volunteers. Copy: Commissioners, Chief of Department, and Fire Marshal.
2. From Jean Hansel, reporting alleged fire hazard on Pine Street. Copy: Commissioners, Chief of Department, and Fire Marshal.
3. From Ira Lubell, M.D., and Peter Rill, M.D., regarding the Department Physician position. Copy: Commissioners, Chief of Department, and Deputy Chief, Administration.
4. From Gustavo Manerchia, volunteer firefighter, San Telmo and Puerto Madera Fire Districts, Argentina, seeking donations. Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.
5. From Bill Fowler, regarding the process to report a fire hazard. Copy: Commissioners, Chief of Department, and Fire Marshal.
6. From Evamarie Atijara, Maria Rael, Evelyn Soliman and Ana del Cid, secretarial staff, Bureau of Fire Prevention, regarding the duties of their positions. Copy: Commissioners, Chief of Department, and Fire Marshal.
7. From Kathy Golberg, regarding how to get a fire report. Copy: Commissioners, Chief of Department, and Fire Marshal.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Heather Fong, Chief of Police, thanking the Chief and members of the Department for their participation, cooperation and professionalism in events associated with the 78th All Star Game. Copy: Commissioners.
2. From Monique Moyer, Executive Director, Port of San Francisco, thanking the members of the Department for an outstanding effort during the 2007 All Star Game Festivities at the Port of San Francisco. Copy: Commissioners

CHARGES ISSUED BY CHIEF OF DEPARTMENT

Verified Complaint

Submitting verified complaint against Firefighter Timothy Guterrez, dated July 27, 2007, for violation of the Rules and Regulations as follows:

General Order 04 A-56 - Disciplinary Procedures for Members with Expired EMT Certificates and Paramedic Licenses

Verified Complaint

Submitting verified complaint against Firefighter David Chavez, dated August 9, 2007, for violation of the Rules and Regulations as follows:

Section 2805 - Leadership

Section 2808 - Welfare of Subordinates

Section 3922 - Acts Detrimental to Welfare of Department

Verified Complaint

Submitting verified complaint against Acting Special Services Officer Jerry Keohane, dated August 10, 2007, for violation of the Rules and Regulations as follows:

Section 3912 - Intoxicants & Drugs

There was no public comment.

Commissioner Conroy, referring to a letter regarding the application process for the Department Physician position, asked the Commissioners if they were interested in having a brief meeting, prior to the interview process with the candidates, to establish what the Department envisioned for a Fitness/Wellness program since the Department Physician would play an integral part in the program.

Commissioner Lau acknowledged this as an excellent idea and believed that two objectives could be accomplished in such a meeting: (1) the Commission would obtain a better understanding of the necessary expectations of a Fitness/Wellness program, and (2) the Commission could decide on the format for the interviews.

Chief Hayes-White added that the Department could provide the Commission with the results of the research that the Department had done regarding Fitness/Wellness programs. She believed it was a good idea for the Commission to have additional information since it is their responsibility to interview and select the Department Physician.

PUBLIC COMMENT

John Hanley, President, San Francisco Firefighters Local 798, informed the Commission that the International Association of Firefighters has worked on the Wellness/Fitness initiative and could provide reports on how to start such a program and how to keep it going. The program must be funded to buy physical fitness equipment for each firehouse or worksite location.

Mr. Hanley added that the union attempted to include some aspect of physical fitness into the contract but were not successful. He offered the assistance of Local 798 in this endeavor.

Commissioner Clarke, referring to a communication regarding 1529 Pine Street, wished for an update on the situation. Chief Kochevar responded that the same day the letter was received, Division Chief Barden met with the leasing agency, several people were removed from the building, and the building was secured.

5. LEAVE OF ABSENCE [Action]

Submitting request for Leave of Absence with pay by Chief of Department for two days, October 11 through October 13, 2007, in order to attend the National Fire Protection Association's Urban Fire Forum in Quincy, Massachusetts. The National Fire Protection Agency will cover all travel-related expenses. There will be no cost to the Department.

Chief Hayes explained that this was an annual meeting by invitation only. The goal of the Urban Fire Forum is to select 30 metropolitan fire chiefs on a rotating basis, from approximately 100 cities, to discuss emerging issues in the fire service with other metropolitan chiefs.

There was no public comment.

Commissioner Makras moved to approve the request for leave, and Commissioner Clarke seconded the motion. There were no further questions or discussion and the Chief of Department's Leave of Absence was approved as presented by a vote of 5-0 (Conroy, Lau, Nakajo, Clarke, Makras).

6. PROPOSED 2007 SAN FRANCISCO FIRE CODE [Action]

Discussion and possible action to recommend that the Board of Supervisors adopt legislation repealing the 2001 San Francisco Fire Code and enacting the 2007 San Francisco Fire Code, consisting of the 2007 California Fire Code (based on the 2006 International Fire Code) together with San Francisco amendments.

Chief Hayes-White introduced Captain Tom Harvey, Bureau of Fire Prevention, who provided the presentation. Captain Harvey reviewed the changes to the proposed 2007 San Francisco Fire Code since the proposed code was presented to the Commission at the August 9 meeting: (1) in Section 315 – no combustibles allowed in elevator machine rooms, even though this is a current requirement, the Department wished to modify the language to clarify the requirement; (2) in Chapter 6 – deals with a capacity issue for fuel applicable to high-rise buildings and mandates eight hour full demand operation for the system; (3) in Section 914 – elevator hoist ways and machine rooms are to be separated from the remainder of the building; (4) Sprinklers will not be permitted to be newly installed in elevator machine rooms or hoist-ways in high rise buildings; (5) in Section 3308 – the word “or sold” was added, to read: fireworks shall not be manufactured, assembled, tested, used, possessed or sold within the city and county; (6) in Appendix, Chapter 104.1, a section on Administrative Bulletins was added, setting a procedure for issuing and revising Departmental Administrative Bulletins to the Fire Code; and (7) in Appendix, Chapter 107.1, in light of suggestions from the Commission at the August 9 meeting, the Department eliminated the exemption to the elevator maintenance requirement if the elevator travel distance was less than 50 feet.

Commissioner Conroy suggested that Deputy City Attorney Porter provide a timeline indicating the latest date that the Commission could act on this proposed 2007 San Francisco Fire Code and meet the January 1, 2008 deadline.

Ms. Porter stated that the Department of Building Inspections, which was also introducing revised City Codes, had met with the Clerk of the Board to discuss the timelines for introduction of the new City Codes, and had concluded that the new Codes should be introduced by September 4 to allow sufficient time for the entire legislative process. Once the legislation is introduced at the Board of Supervisors, a 30-day period is required to give the public a chance to review the legislation. Then the legislation will proceed to committee. After that, there will be two readings at the Board of Supervisors; those meetings need to be a week apart. Then the legislation proceeds to the Mayor where it may remain for up to ten days. After that, a 30-day referendum period follows when a member of the public can try to get signatures to submit to the Department of Elections to put the issue on the ballot. At some point after it passes through the Board and the Mayor, there also needs to be time to submit local findings and local deviations from the California Fire Code to the California Building Standards Commission. That submission is a necessary part of having local amendments approved.

Commissioner Conroy confirmed that September 4th was the deadline for the Fire Commission to transmit the 2007 Fire Code to the Board of Supervisors to meet the January 1, 2008 deadline.

Commissioner Nakajo wished clarification on the air replenishment system. He understood that the Commission had approved a recommendation for an ordinance to the Board of Supervisors that mandated that buildings over 200 feet have a firefighter elevator. He asked if there was any option for buildings less than 200 feet since he assumed that there was none and the air replenishment system was to be used. Chief Hayes-White responded that if a firefighter elevator was installed the firefighter air replenishment system would not be required.

Ms. Porter pointed out that the air replenishment system is required only in buildings over 75 feet high but under the proposed legislation, already approved by the Fire Commission, there would be an exception added to the air replenishment system section of the Code, so that any building that includes an approved elevator under Fire Code Section 511.1 would be exempt from the air replenishment system requirement. Chief Hayes-White added that under the current and proposed Fire Code, buildings under 75 feet are not required to have an air replenishment system.

Commissioner Conroy wished to know the status of the firefighter elevator legislation that the Commission had moved to the Board of Supervisors. Ms. Porter responded that it had not yet been introduced at the Board.

PUBLIC COMMENT

Jack Murphy, Principal, JJM Associates, enumerated his credentials including that he is Vice Chair of the New York City High Rise Fire Safety Directors, a retired Fire Marshal and a former Deputy Chief in New York City. He provided an executive summary to the Commission of the various actions taken after the World Trade Center collapse. Mr. Murphy spoke in support of the air replenishment system and believed it should not be an option for mega high rises.

Anthony Turiello, Principal, Rescue Air Systems, spoke representing himself, as well as several mechanical and plumbing companies that design and install these systems. He spoke in support of the air replenishment system and commended the Commission for passing the resolution in 2004 that established a requirement for the air replenishment system. He presented a letter from former State Fire Marshal Ronny Coleman who endorsed the air replenishment system as an enhancement to firefighter safety. He asked that the Commission rescind its recommendation of the firefighter elevator ordinance.

Tom Dusa, Vice President, Schirmer Engineering, an international fire protection engineering firm, spoke in opposition to any proposed amendments to change the firefighter elevator requirements for high-rise buildings. Mr. Dusa stated that the fire protection engineering community concurs with BOMA that this firefighter elevator is a necessary option even though it will be more costly to building owners than the air replenishment system. He believes that the air replenishment system can be an option for certain buildings, possibly residential, under 200 feet.

John Hanley, President, San Francisco Firefighters Local 798, disavowed any interest except the safety of the men and women of the Fire Department. He saw the demonstration of the air replenishment system and, having been involved in high-rise fires, was favorably impressed. Mr. Hanley hoped for a compromise that would give firefighters both a firefighter safe elevator and an air replenishment system in San Francisco's high rises.

Ken Cleaveland, representing BOMA (Building Owners and Managers Association), an association of 272 office buildings in San Francisco, with 80 million square feet of office space, spoke next. He confirmed the excellent working relationship that BOMA has with the firefighters union and the Fire Department, having worked with Chief Hayes-White and Chief Schultheis on the proposed firefighter elevator ordinance. BOMA considers the air replenishment system to be an unnecessary redundancy, and elevators to be the best method of getting firefighters and air to the fire. BOMA fully supports the Fire Department and the proposed firefighter elevator ordinance.

Jonathan Kaufman, Solem and Associates, representing Air Rescue System, believed that the enactment of the 2004 ordinance mandating an air replenishment system for buildings over 75 feet was visionary and that to eliminate that requirement would be taking a step backwards. He considered the two systems to serve different functions, namely, that elevators convey occupants safely out of the building and, also, get firefighters up to fight the fire, whereby the air replenishment insures that firefighters have the opportunity to get air and not run out of oxygen. He urged the Commission to rescind their action of July 12th and keep the 2004 ordinance in effect as is.

Discussion ensued with Commissioners asking questions and Captain Harvey, Chief Hayes-White and Deputy City Attorney Porter responding.

Commissioner Makras noted that the only item that seems to have changed since the Commission approved the firefighter elevator ordinance is that special interests became involved. He declared that he had not heard anything that evening that made him consider that a protected elevator shaft, which can have firefighters respond faster, is a bad idea.

Commissioner Nakajo stated that he was safety-driven and that he had a problem removing the air replenishment system. He wished that there would be some type of air replenishment system in the buildings.

Commissioner Conroy noted that at the time the Commission approved the firefighter elevator recommendation in July, the Commission did not hear any objection to having a firefighter elevator taking the place of the air replenishment system. Scott bottles could be shuttled up to upper floors, taking the place of the air system. He is now hearing concerns about the safety aspect of having a firefighter elevator but not also having the Air Rescue System. Commissioner Conroy believed that it would be unfair to the Department, given the work that the Department has done on this issue with the various stakeholders, to suddenly vote tonight to require both systems. However, he stated that he would like to explore the possibility of having the elevator and a variation of the current air supply system both in place.

Chief Hayes-White explained that the Department's current practice is that for a high-rise fire firefighters not only carry their own self-contained breathing apparatus (Scott) on their back but also spare bottles of air are brought up by responding members to the staging area, which is two floors below the fire. She added that the High-Rise Committee, consisting of members who work in the field and have had experience with high-rise buildings, reviewed the proposed ordinance and endorsed the concept. Furthermore, the Department worked with the community and specifically BOMA, in preparing the firefighter elevator legislation. Chief Hayes-White's opinion is that of the two systems, the firefighter elevators have a greater functional capacity, that is, not only can they transport personnel but also equipment. In closing, she stated that the reason the Department selected the height of 200 feet is that it becomes very taxing and exhausting to ascend staircases, particularly if they are over 20 stories.

Captain Harvey pointed out to the Commission that at this time there is no national building code, either the NFPA 5000 building code or the 2006 International Building Code, which requires either of these systems. The officials responsible for those codes evaluated the air replenishment system concept, but concluded that there was not a need shown for that system. The elevator requirement, in a form similar to the one proposed in San Francisco, will be in the 2009 edition of the International Building Code, which would not be applicable in San Francisco until 2011.

FURTHER PUBLIC COMMENT

Don Solem, Solem and Associates, stated that their client is Rescue Air and that his firm had worked on the original ordinance in 2004. He pointed out that his client, Mr. Turiello, had referred to the adoption of the Air Rescue system by the uniform Plumbing Code by approximately 20 states since the time it was defeated at the National Code level because it was seen as a faster way to get it implemented. Furthermore, Mr. Solem noted that southern Nevada had just finalized its amendments to the International Fire Code and had implemented the air replenishment system. Southern Nevada applied a three-year retrofit for three years back to 2004 and also made it mandatory in 50-story buildings.

Commissioner Makras wished to know what or who was the genesis of the firefighter elevator concept. Chief Hayes-White responded that with the advent of the development of super tall high-rises nationally and in San Francisco, the Department assessed the Rescue Air system and determined that while there was value to that system, it did not address the issue of rapid access to the seat of fire in buildings exceeding 200 feet. It takes a long period of time for firefighters to ascend numerous levels of stairs in full equipment. The number one priority for the Department is firefighter safety, followed closely by the Department's mission to protect lives and property, but it can only be carried out if the Department's firefighters are safe.

Captain Harvey added that it takes approximately two minutes per floor for firefighters to ascend and given a building like Rincon Center that is approximately 60 stories it would take considerable time. This was the genesis - to give firefighters a quicker way to ascend to the necessary floor without taking the stairs.

Commissioner Makras wished to know from Chief Hayes-White if there had been any mounted opposition to her recommendation before the Commission voted on it. He enumerated possible sources of opposition, such as the Fire Department's High-Rise Committee, the San Francisco Building Department or Planning Department, or the Board of Supervisors. Chief Hayes-White confirmed that there had not been any opposition to her recommendation for firefighter elevators.

Commissioner Makras wished to know if an annual permit for the air replenishment system was required from the Fire Department or an annual inspection of the system. Captain Harvey responded in the negative. Chief Hayes-White added that currently all maintenance and air quality is the building owner's responsibility.

Commissioner Makras stated that he had asked for information and proof to understand why the Commission's original recommendation in support of firefighter elevators was wrong and why the Commission should reverse its recommendation. He stated that he had not heard a valid explanation why the Commission should not approve it as recommended by the Chief and the Fire Marshal.

Commissioner Makras moved and Commissioner Clarke seconded to recommend that the Board of Supervisors adopt the proposed 2007 San Francisco Fire Code.

Commissioner Nakajo indicated that he supported the concept of an elevator moving firefighters, but had concerns about there being no option except the elevator after a certain height. Commissioner Nakajo indicated that his primary concern was firefighter safety and he felt he needed more information about the elevator system to support replacing the air replenishment system with an elevator in buildings over a certain height.

Commissioner Conroy complemented the Department on the proposed elevator legislation and stated his support for the concept of a fire-safe elevator that could get firefighters quickly and safely to the incident. He stated that the only reason he would vote no on the motion is to postpone the decision so that a further Commission meeting could be held during the next week on the subject. During that further meeting the Commission could receive additional information on the potential for accommodating both systems.

There was some further discussion regarding the process and timeline for a potential stand-alone amendment to the proposed Fire Code. Deputy City Attorney Porter indicated that such an amendment would likely take two to three months, because that ordinance would need go through the entire legislative process, just like the proposed Fire Code. There was also discussion of a possible amendment to the motion, but no amendment was made.

There were no further questions or discussion and the motion was approved by a vote of 3-2 (Makras, Clarke, Lau - yes; Conroy, Nakajo - no).

7. SAN FRANCISCO FIRE DEPARTMENT APPLICATION PROCESS [Discussion]
(Continued to meeting of September 27, 2007)

Report on the application period for open positions in the San Francisco Fire Department.

8. SAN FRANCISCO FIRE DEPARTMENT DRUG AND ALCOHOL POLICIES
[Discussion and possible Action]

Discussion and possible action to approve departmental drug and alcohol policies, including (1) Reasonable Suspicion Alcohol and Drug Testing Policy, (2) Post-Accident Alcohol and Drug Testing Policy, and (3) Promotional and End-of-Probation Alcohol and Drug Testing Policy, and (4) Random On-Duty Alcohol and Drug Testing Policy.

Chief Hayes-White informed the Commission that the Drug and Alcohol Policies document had been in development for some time but has been now finalized with the assistance of the Deputy City Attorney Katie Porter and in collaboration with Local 798. She believes the policies to be very comprehensive, fair to all and applicable to all uniformed members of the Department.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

Commissioner Lau wished to know what parts of the policy had significant changes or were new. Chief Hayes-White responded that random testing has not changed. Reasonable suspicion testing has not changed except for delineating the actual tests being used, that is, the saliva test for six different chemicals, and the Breathalyzer for alcohol instead of a urine sample. Post-accident alcohol and drug testing is new since the Department had previously not conducted these tests.

Commissioner Makras, referring to the prohibited use and possession of drugs on and off duty, wished to know how the Department rationalizes extending this policy into the personal lives of members when they are off-duty. Chief Hayes-White responded that it is not acceptable to partake in any illegal activity whether on or off duty. The Administration believes in

transparency and that when members report on duty it should be without any impairment since they work in a very dangerous environment.

Commissioner Makras wished to know how the Department would deal with medical marijuana and whether there was an exemption for it. Chief Hayes-White stated that she believes the Department has a procedure which states that if a member is taking any medicinal product or prescription drug it needs to be reported to the Department Physician and, of course, is kept confidential. Dr. Sporer, SFFD Medical Director, added that doctors and most health care providers can legally prescribe medical marijuana.

Commissioner Conroy was concerned with the possible use of medical marijuana by someone with a medical condition, and if they were impaired, how would impairment be measured. Chief Hayes-White stated that she will ask the current Department Physicians if they have dealt with such cases.

Deputy City Attorney Porter stated that the policy covers prescription drugs and over-the-counter medication. It acknowledges that prescribed drugs and over-the-counter medications may adversely affect mental functioning, motor skills and judgment. A process is required under the policy that when a member gets a prescription, he or she is required to get information on side effects from the prescribing physician. Under the policy, a member must report any prescribed medication to the Department Physician, either through the chain of command or directly. The Department Physician will assess the medication, the dosage, the frequency, etc., and evaluate the consequences, if any, on the member's ability to work while taking that prescription. The Department Physician then conveys his evaluation to the Deputy Chief, who then makes a decision regarding the member's status and assignment. If the member is not fit for duty, he or she would not be assigned to work while taking that medication.

There was further discussion regarding medical marijuana, its impairment and possible criminal aspects associated with its use and procurement. It was decided that certain minor changes should be made to the policy and that further review was necessary. Approval was continued to the next meeting.

9. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events; budget issues and Divisions within the Department

Chief Hayes-White presented the report, with an update from Administration.

H3 Paramedic Level 1 – Graduation is scheduled for August 24th at the Treasure Island facility. There will be 27 graduates out of the original 28. She wished to acknowledge the work of the Division of Training, specifically Captain Jeff Meyers and his staff for five weeks of classroom training in the Academy, and the EMS Division for their four weeks of clinical evaluation in the field.

H40 Battalion Chief Process - Chief Hayes-White has made 60 H30 Captain appointments to date and anticipates that all of those appointed will be eligible to take the H40 Battalion Chief examination, which is currently planned for March 2008.

Labor and Management Meeting - The Department met with Local 798 to discuss recent payroll inaccuracies for the newly appointed H30 Captains. Due to the number of people to

process, some difficulties occurred. Chief Hayes-White has asked that a workflow process be conducted to ensure that the process is more streamlined after the H20 Lieutenant examination is finished and appointments will need to be processed.

H20 Lieutenant Examination - The Department plans to administer the test in May 2008. It is anticipated that 800 to 1000 members will sit for the first component. There will be a pass point, that is, only those who pass the first component will proceed to the second, third or, perhaps, a fourth component.

Division of Training - Company-based training in Multi-Casualty Incident (MCI) and Emergency Vehicle Operations training is currently on-going.

Support Services - The Department plans to purchase five aerial trucks before year end, with the pre-bid process occurring at this time.

Construction is almost completed on the sidewalk in front of Station 11. The cost will be approximately \$30,000 for the repair. The Engine, Truck and Medic unit had to be relocated for a period of 45 days. The project is also being followed on Chronicle Watch.

Physician's Office - A draft plan was completed to provide prophylactics during a public health emergency. Part of the plan includes an armed person to assist with the distribution of antibiotics during a public health emergency. The Department is discussing this function with the Sheriff's Department.

Firefighters Cancer Prevention Foundation - Chief Hayes-White met with Tony Stefani, Chair, and Doctors Stoller and Green to discuss the proposed longitudinal study and the request for administrative and clerical support from the Department. The Department anticipates performing baseline blood testing and, also, testing firefighters immediately after a working fire to determine if there is direct linkage between smoke inhalation and cancer.

Halloween 2008 - Chief Hayes-White and Assistant Deputy Chief Howes attended a press conference related to the event. The Fire Department's role will be one of support to SFPD. At this time, there is no planned event. The Police Department does not plan to close any streets, such as Castro or Market, but will have barriers available in case emergency access needs to be established.

There was no public comment.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries July 28 through August 10, 2007.

b. Employee Actions

Reporting the following PROVISIONAL appointment effective July 28, 2007:

H-24 Lieutenant, BFI

Karl T. Selchau (vice: Kevin Callaghan retired)

Reporting the following PERMANENT (rehire) appointment effective August 11, 2007:

H-3 Firefighter Paramedic

Damon O'Brien (vice: Robert Weaver retired)

Leaves of Absence

Reporting leave of absence with pay for Ms. Dorothy Teupel for four days, October 14 through October 18, 2007, to attend the Personal Protection Council in Austin, Texas. Lodging and meals will be paid by Lion Apparel Company. Ms. Teupel will not be replaced.

Retirements

Communication received from Retirement Board indicating the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Years of Service</i>	<i>Type</i>	<i>Retirement Date</i>
Rooney, Barbara L.	1426	19.5	Service	July 1, 2007
Smith, Walter R.	H2	31.5	Service	July 21, 2007
Cuff, Robert J.	H2	27.5	Service	June 16, 2007
Joyce, Mortimer J.	H2	8	Service	July 1, 2007

Retirement Certificate will be presented at Fire Commission Meeting of October 25, 2007

Correction

In the Agenda of August 9, 2007, H2 Kevin T. Hickey was listed with 39 years of service. The years of service should be 30.

10. ADJOURNMENT

President Conroy adjourned the meeting in memory and honor of retired Bureau of Fire Prevention Lieutenant Michael Braida and retired Chief John Flaherty. The meeting was adjourned at 9:00 PM.

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



September 13, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Thursday, September 13, 2007– 4:00 PM

698 Second Street, Room 101, San Francisco, CA 94107

Agenda

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 07- 6: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS AND DECISION ON THE COMPLAINT OR OTHER ACTION ON CHARGES [Action]

Hearing on employee discipline charges, including Commission deliberations and possible approval of a proposed agreement or other action on the charges, concerning a verified complaint filed by Chief of Department Joanne Hayes-White against Firefighter David Chavez dated August 9, 2007 for violation of the Rules and Regulations as follows:

Section 2805 - Leadership
Section 2808 - Welfare of Subordinates
Section 3922 - Acts Detrimental to the Welfare of the Department

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the complaint; whether to hold the hearing on the complaint in closed session; and whether to conduct deliberations in closed session.

b. Vote on closed sessions

- (1) Whether to hold the hearing on the complaint in closed session. **[Action]**
- (2) Whether to conduct deliberations in closed session. **[Action]**

c. Hearing and deliberations

- (1) Hearing on the complaint (in open or closed session, per the Commission's vote).
- (2) Deliberations and possible action on the complaint (in open or closed session, per the Commission's vote). ***[Discussion and Possible Action]***

d. If closed session is held, reconvene in open session

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).
- (2) Vote to elect whether to disclose any or all closed session discussions. ***[Action]***

3. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*
No. 07-44

FIRE COMMISSION REGULAR MEETING
Thursday, September 13, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Chief of Department Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. PUBLIC RECOGNITION AWARD [Discussion]

Presenting a Public Recognition Award to Catie Heringer, Prevention Coordinator, Alisa Ann Ruch Burn Foundation, and Becky Selleck, Administrative Coordinator, Alisa Ann Ruch Foundation, for their assistance in the implementation of the Senior Home Safety Program.

4. APPROVAL OF THE MINUTES [Action]

Regular Meeting of August 9, 2007 and August 23, 2007, and Special Meetings of August 23, 2007, 4:00 PM and Special Meeting of August 23, 2007, 4:30 PM.

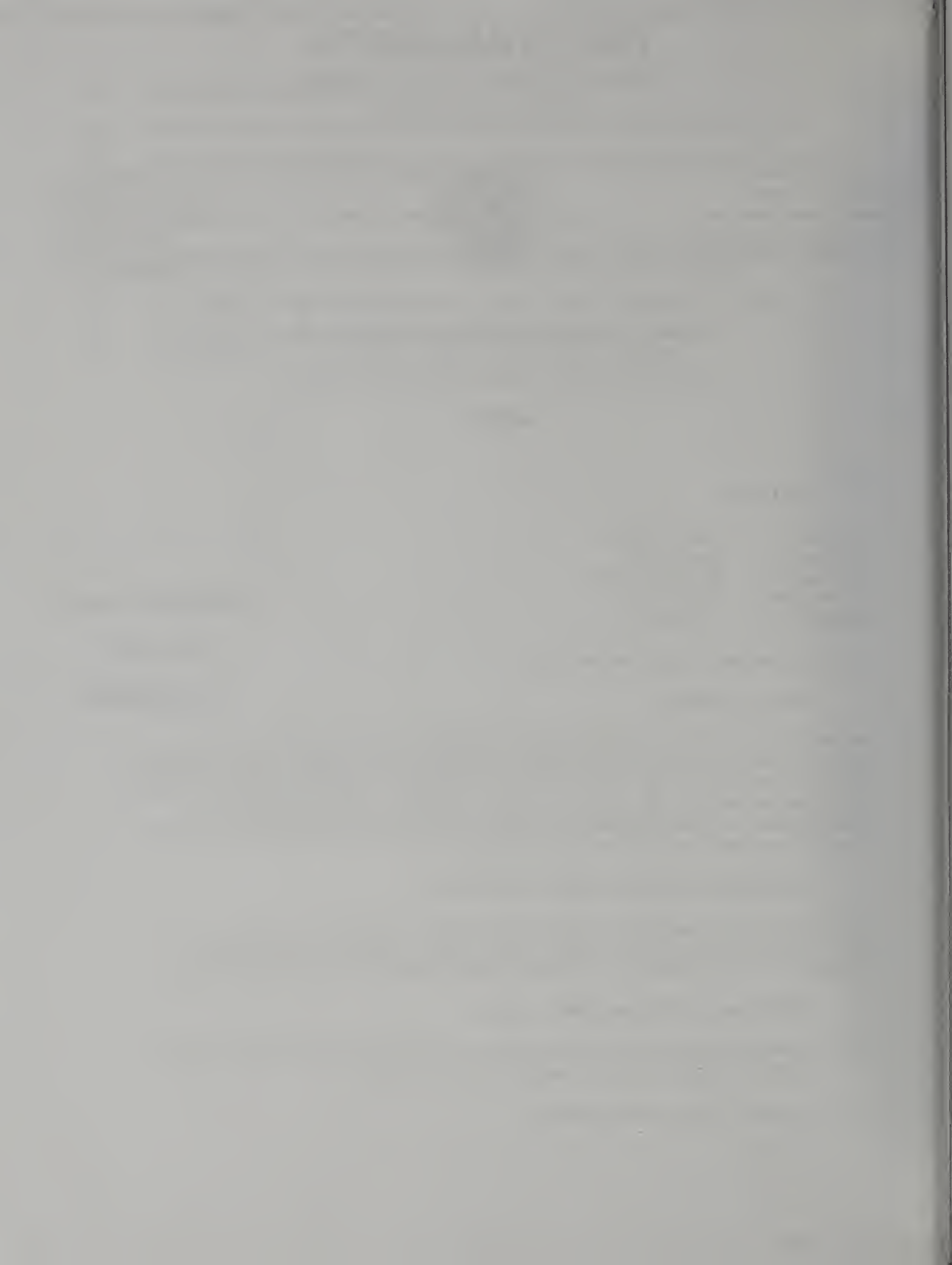
Action to be taken: Approval of the minutes

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5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(August 16, 2007 through September 6, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Gioacchino Giomi, Chief, National Department for Fire Prevention, Rome, wishing to meet with the Chief of Department during San Francisco visit. Copy: Commissioners and Chief of Department.
2. From M. Faye Roe, Union Representative, SEIU Local 1021, Civic Center Chapter, regarding the elimination of secretarial positions through the budget process. Copy: Commissioners, Chief of Department and Fire Marshal.
3. From J. Timothy Falvey, supporting the High Rise Firefighter Elevator Bulletin as is without any amendments. Copy: Commissioners, Chief of Department and Fire Marshal.
4. From Jeffrey Feldman, writing in support of the High Rise Firefighter Elevator Bulletin as is, without any amendments. Copy: Commissioners, Chief of Department and Fire Marshal.
5. From Molly Davis, regarding a broken fire siren making a continuous high pitch noise. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

COMMENDATIONS AND LETTERS OF RECOGNITION

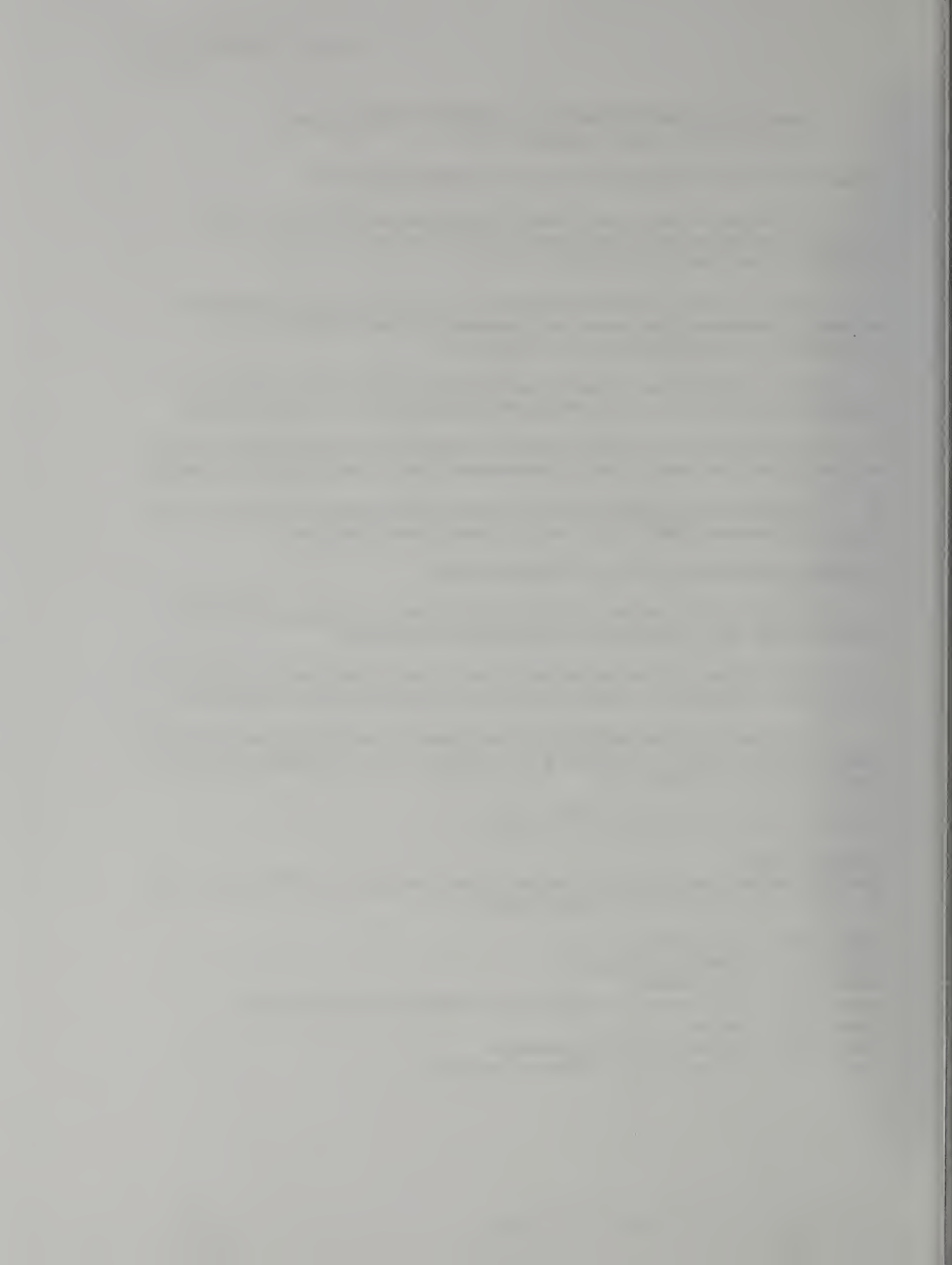
1. From Ray Conepa, praising Fire Department personnel at a medical incident. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Tom Creedon, thanking the Department for honoring Al Scoma's service with the presence of the Fireboat and an Engine. Copy: Commissioners and Chief of Department.
3. From Heather Johnson and Ben Chu, Roe Restaurant, praising Inspector Ken Cofflin's support for various requirements regarding their restaurant. Copy: Commissioners, Chief of Department and Fire Marshal.

CHARGES ISSUED BY CHIEF OF DEPARTMENT

Verified Complaint

Submitting verified complaint against Firefighter Timothy Guterrez, dated September 4, 2007, for violation of the Rules and Regulations as follows:

- Section 3704 – Applicable Rules
- Section 3905 – Unfamiliarity with Rules
- Section 3915 – Proper Behavior
- Section 3918 – Unauthorized Leave of Absence & Abandonment of Employment
- Section 3920 – Violence:
- Section 3921 – Inaptitude for Duty/Incompetence:
- Section 3922 – Acts Detrimental to Welfare of Department.



6. TRANSCRIPTION CONTRACT - Four Season Transcription [Action]

Submitting for review and approval a proposed contract in the amount of \$50,000 for Four Seasons Transcription to provide transcription services for commission meetings, special meetings and for other required recordings. The term of the contract is for two years.

Action: Transcription Contract to be approved

7. LEAVE OF ABSENCE [Action]

Submitting request for Leave of Absence with pay by Chief of Department for three days, October 22 through October 24, 2007, in order to attend the FEMA National Advisory Council's Inaugural Meeting held in Arlington, VA. All travel related costs will be paid by FEMA. No Fire Department funds will be used for this trip.

Action to be taken: Approval of Leave of Absence

8. SAN FRANCISCO FIRE DEPARTMENT DRUG AND ALCOHOL POLICIES [Action]

Action to be taken: Approval of Drug and Alcohol Policies

Discussion and possible action to approve departmental drug and alcohol policies, including (1) Reasonable Suspicion Alcohol and Drug Testing Policy, (2) Post-Accident Alcohol and Drug Testing Policy, and (3) Promotional and End-of-Probation Alcohol and Drug Testing Policy, and (4) Random On-Duty Alcohol and Drug Testing Policy.

9. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including budget, Divisions within the Department, the EMS Reconfiguration and an update of the Rules and Regulations revision process.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period of August 8, 2007 through September 11, 2007

REPORTS

a. Division of Fire Prevention and Investigation

Submitting monthly activity report from the Division of Fire Prevention and Investigation for the month of August 2007

b. Physician's Report

Submitting biweekly report from Fire Department Physician concerning disability injuries, August 11 through August 25, 2007.

c. Employee Actions

Retirements

Communications received from the Retirement Board indicating that the following members have retired:



<i>Name</i>	<i>Rank</i>	<i>Years of Service</i>	<i>Type</i>	<i>Retirement Date</i>
Barden, John J.	H20	32.5	Service	August 9, 2007
Gorman, Thomas R.	H2	20	Service	August 11, 2007
O'Donnell, Ed H.	H40	33	Service	August 7, 2007
Stark, Richard V.	H2	30	Service	August 8, 2007
Juergens, Teresa	H2	4	Disability	June 1, 2002

Retirement Certificate will be presented at Fire Commission Meeting of October 25, 2007

Resignation

Reporting resignation of Permanent H2 Firefighter Daniel G. Kelly, effective August 18, 2007.

Reporting resignation of Permanent H3 Level 1 EMT Symoun Hawthorne, effective August 21, 2007.

Termination

Reporting termination of Permanent Exempt 1822 Administrative Analyst Corrie L. Bowe, effective August 23, 2007. (release from exempt appointment)

Suspensions

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H3 Paramedic Level 2	Station 70	1	9/6/07	Sec. 3926 - Tardiness & Failure to Report

Leaves of Absence

Reporting leaves of absence with pay for the following for six days, September 24 through September 28, 2007, in order to participate in the Unified Command and Incident Management exercise at the National Emergency Response and Rescue Training Center (NERRTC). The leave is funded by the Urban Area Security Initiative Budget for FY 2006, which includes funds for field training exercises, travel, lodging, backfills and related materials and supply costs. The following is a list of volunteers:

<i>Name</i>	<i>Function</i>
Raymond Guzman	Exercise Participant
Mark Kearney	Exercise Participant
Kyle Merkins	Exercise Controller
Richard McGee	Exercise Participant
Jeffrey Myers	Exercise Participant
Perry Saxton	Exercise Participant
Brendan Ward	Exercise Participant

Reporting requests for leaves of absence with pay for the time period from May 2007 through February 2008.

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	6281 Fire Safety Inspector	12
21	H2 Firefighter	476

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for the company's financial health and for providing transparency to stakeholders.

2. The second part outlines the specific procedures for recording transactions, including the use of standardized forms and the requirement for double-checking entries.

3. The third part addresses the role of the accounting department in ensuring that all transactions are properly recorded and categorized.

4. The fourth part discusses the importance of regular audits to verify the accuracy of the records. It states that audits should be conducted at least once a year and should involve an independent third party.

5. The fifth part outlines the consequences of failing to maintain accurate records, including potential legal penalties and damage to the company's reputation.

6. The sixth part provides a summary of the key points discussed in the document and reiterates the company's commitment to financial integrity.

7. The seventh part discusses the importance of training employees on the proper procedures for recording transactions. It states that all employees who handle financial matters should receive this training.

8. The eighth part outlines the company's policy on the retention of financial records. It states that all records should be kept for a minimum of seven years.

9. The ninth part discusses the importance of keeping the accounting system up-to-date and secure. It states that the company will invest in the latest technology to ensure the accuracy and security of its records.

10. The tenth part provides a conclusion to the document and expresses the company's confidence in its financial management practices.

11. The eleventh part discusses the importance of ongoing communication between the accounting department and other departments to ensure that all transactions are properly recorded.

12. The twelfth part outlines the company's commitment to transparency and accountability in its financial reporting.

13. The thirteenth part discusses the importance of regular reviews of the accounting system to ensure that it remains effective and efficient.

14. The fourteenth part provides a final summary of the document and reiterates the company's commitment to financial integrity.

15. The fifteenth part discusses the importance of maintaining accurate records of all transactions and the consequences of failing to do so.

3	H3 Firefighter/Paramedic	86
2	H4 Fire Inspector	97
2	H30 Captain	41
Total Number of Days with Pay		712

Reporting requests for intermittent leaves with pay for the time period from May 2007 through October 2008 for the following:

No. of Members	Rank	Dates of Leave
1	1426 Senior Clerk Typist	Aug 27, 2007– Aug 27, 2008
1	H2 Firefighter	May 17, 2007–May 16, 2008
1	H2 Firefighter	Sept 26, 2007–Sept 25,2008
1	H2 Firefighter	Oct 11, 2007 – Aug 10, 2008
1	H2 Firefighter	June 10,2007– May 31,2008
1	H2 Firefighter	Sept 14, 2007- Sept 13,2008
1	H2 Firefighter	Sept 21, 2007- Sept 20,2008
1	H2 Firefighter	Oct 1, 2007- Oct 1,2008
1	H3 Firefighter/Paramedic	Aug 1, 2007 – Aug 8, 2008
1	H20 Lieutenant	Aug 6, 2007 – Aug 6, 2008
1	H30 Captain	Aug 25, 2007– Aug 24, 2008
1	H30 Captain	Aug 25, 2007–Aug 24, 2008
1	H33 Rescue Captain	Sept 1, 2007 – Sept 1, 2008

Reporting requests for leaves of absence without pay for May 2007 through October 2007 for the following:

No. of Members	Rank	Total amount of leave (days)
1	7388 Plumber	25
1	H2 Firefighter	54
Total number of Days w/o Pay		79

Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	Rank	Dates	Days	Military Organization	Purpose
Caulder, Leonard SGT	H3 FF/PM	09-04-07 thru 10-03-07	30	US Air Force	Active Duty
		10-04-07 thru 2-10-08	130	US Air Force	Active Duty

10. ADJOURNMENT

THE [illegible] OF [illegible]

[illegible text block]

[illegible text block]

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
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Tania Bauer, *Secretary*

No. 07-44

MINUTES OF THE FIRE COMMISSION REGULAR MEETING

Thursday, September 13, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:20 PM.

1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clark (left at 7:20 PM)
Commissioner	Victor Makras

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Joanne Hayes-White
Richard Kochevar
Gary P. Massetani

Chief of Department
Deputy Chief, Operations
Deputy Chief, Administration

Assistant Deputy Chiefs – Staff
Barbara Schultheis
Thomas Siragusa
Patrick Casserly
Robert Navarro
Lorrie Kalos

Division of Fire Prevention and Investigation
Division of Training
Division of Airports
Division of Homeland Security
Division of Support Services

Chief Officers – Firefighting Services
Art Kenney
Johnny Lo

Division 2
Division 3

EMS Officers
Sebastian Wong

Section Chief, Operations

2. PUBLIC COMMENT

John Hanley, President, San Francisco Firefighters Local 798, indicated that the firefighters believed strongly in the importance of having an air supply system in high-rise buildings since high-rise fires present a unique danger not evident in other structures.

Daniel Lipkin, Reuben and Junius, Attorneys at Law, appreciated the efforts of the Department to develop an acceptable alternative to the air replenishment system. He believed that dedicated, heavy-duty, pressurized, high-speed, firefighter elevators are the most practical and low-risk method to

provide air supplies and other equipment and also deliver firefighters to the fire site, all with the goal of ensuring firefighter safety.

Jeff Maddox, Fire Protection Engineer, spoke in favor of firefighter elevators since this provided engineers and designers an option to use either an air replenishment system or firefighter elevators when designing high-rise buildings.

John Darmanin believed that a reliable air supply is an absolute necessity in fighting high-rise fires, including in search and rescue operations in a high-rise fire, and was opposed to eliminating the standpipe air system requirement in favor of firefighter elevators. He supported firefighter elevators but only as one component of fire safety measures in a high-rise building.

3. PUBLIC RECOGNITION AWARD [Discussion]

Presenting a Public Recognition Award to Catie Heringer, Prevention Coordinator, Alisa Ann Ruch Burn Foundation, and Becky Selleck, Administrative Coordinator, Alisa Ann Ruch Foundation, for their assistance in the implementation of the Senior Home Safety Program.

Chief Hayes-White stated that the Department wishes to acknowledge the work of the Alisa Ann Ruch Burn Foundation and Catie Heringer and Becky Selleck for their assistance with the Senior Home Safety grant awarded by FEMA to the Department. She asked Captain Brendan O'Leary, who had directed the grant program with the assistance of Inspector Miki Jones, to provide an overview of the program.

Captain O'Leary explained that in obtaining the grant the Department's proposal had addressed the problem of fires occurring in residences where seniors lived without adequate smoke detection and in environments that were not fire-safe. The proposal was a cooperative venture, which included Bureau of Fire Prevention, the Alisa Ann Ruch Burn Foundation and the Department of Public Health, and this made the proposal attractive to FEMA. He acknowledged the work of Inspector Jones, who not only was the prime presenter in the program but also saw a need for evacuation chairs as she visited various senior residences. Through the grant, chairs were purchased and Inspector Jones demonstrated their use in training classes at Treasure Island.

Chief Hayes-White noted that over a period of one year, 115 presentations were made, with 3200 attendees, and 800 alarms were installed. She presented the Certificates of Appreciation to Ms. Heringer and Ms. Selleck.

Commissioner Nakajo related that as the Executive Director of a senior services agency he understands the importance of fire prevention and fire safety for seniors, and was grateful to hear of such excellent results. He acknowledged Inspector Jones, Ms. Heringer and Ms. Selleck and thanked them for their participation.

PUBLIC COMMENT

John Darmanin hoped there would be further grants from FEMA for not only the Senior Home Safety program but also for the SRO (Single Room Occupancy) fire and earthquake safety training provided by Fire Prevention.

4. APPROVAL OF THE MINUTES [Action]

Regular Meeting of August 9, 2007 and August 23, 2007, and Special Meetings of August 23, 2007, 4:00 PM and Special Meeting of August 23, 2007, 4:30 PM.

PUBLIC COMMENT

Henry Kanowitz (allowed to provide general public comment by President Conroy since he was not present when general public comment was taken) pointed out that in the Bulletin strict requirements are outlined for protecting firefighter elevators from the effects of fire, smoke and water. He did not see such requirements for the air rescue system and believes that system should be secondary to firefighter elevators.

John Darmanin complained that the Minutes of the August 23, 2007 meeting were not reflective of the discussion on the air rescue system and firefighters elevators. He understood that the Minutes are not verbatim but felt that more highlights of the discussion should have been included.

Commissioner Makras moved to approve the Minutes of the Regular Meeting of August 9, 2007 and the Special Meetings of August 23, 2007, 4:00 PM, and August 23, 2007, 4:30 PM, and to continue action on the minutes of the Regular Meeting of August 23, 2007 to a future meeting. Commissioner Clarke seconded the motion. There were no further questions or discussion. The Minutes of the Regular Meeting of August 9, 2007 and the Special Meetings of August 23, 2007, 4:00 PM, and August 23, 2007, 4:30 PM, were approved as presented by a vote of 5-0 (Conroy, Lau, Nakajo, Clarke, Makras).

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (August 16, 2007 through September 6, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Gioacchino Giomi, Chief, National Department for Fire Prevention, Rome, wishing to meet with the Chief of Department during San Francisco visit. Copy: Commissioners and Chief of Department.
2. From M. Faye Roe, Union Representative, SEIU Local 1021, Civic Center Chapter, regarding the elimination of secretarial positions through the budget process. Copy: Commissioners, Chief of Department and Fire Marshal.
3. From J. Timothy Falvey, supporting the High Rise Firefighter Elevator Bulletin as is without any amendments. Copy: Commissioners, Chief of Department and Fire Marshal.
4. From Jeffrey Feldman, writing in support of the High Rise Firefighter Elevator Bulletin as is, without any amendments. Copy: Commissioners, Chief of Department and Fire Marshal.
5. From Molly Davis, regarding a broken fire siren making a continuous high pitch noise. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Ray Conepa, praising Fire Department personnel at a medical incident. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Tom Creedon, thanking the Department for honoring Al Scoma's service with the presence of the Fireboat and an Engine. Copy: Commissioners and Chief of Department.
3. From Heather Johnson and Ben Chu, Roe Restaurant, praising Inspector Ken Cofflin's support for various requirements regarding their restaurant. Copy: Commissioners, Chief of Department and Fire Marshal.

CHARGES ISSUED BY CHIEF OF DEPARTMENT

Verified Complaint

Submitting verified complaint against Firefighter Timothy Guterrez, dated September 4, 2007, for violation of the Rules and Regulations as follows:

Section 3704 – Applicable Rules

Section 3905 – Unfamiliarity with Rules

Section 3915 – Proper Behavior

Section 3918 – Unauthorized Leave of Absence & Abandonment of Employment

Section 3920 – Violence:

Section 3921 – Inaptitude for Duty/Incompetence:

Section 3922 – Acts Detrimental to Welfare of Department.

There was no public comment.

6. TRANSCRIPTION CONTRACT - Four Season Transcription [Action]

Submitting for review and approval a proposed contract in the amount of \$50,000 for Four Seasons Transcription to provide transcription services for commission meetings, special meetings and for other required recordings. The term of the contract is for two years.

Tania Bauer, Commission Secretary, explained that this was a contract for transcription of commission meetings, special meetings, administrative hearings and other, as needed, recordings. The Department undertook a competitive bidding process with bids coming from all over the United States. A three-member Department panel selected Four Seasons Transcription since the firm had the lowest cost and was most responsive to the RFP (Request for Proposal). Four Seasons Transcription is located in Virginia and this will necessitate the Secretary to post an audio file to a specific website and then, once transcribed, the Secretary will receive a finished transcript as an attachment via electronic mail.

Discussion ensued with Commissioners asking questions and Ms. Bauer responding.

Commissioner Lau wished to know if it was practical dealing with a firm in Virginia. He wondered how it would work and if a tape would be shipped. Ms. Bauer responded that an audio file from the digital recorder, using specialized software, would be uploaded to their website. The vendor could be located anywhere when such a system was being used. As of September 13th, Four Seasons was not yet used because the contract had not been finalized or approved.

Commissioner Makras wished to know why the contract had not been awarded to a local firm, especially in light of efforts to support local businesses. Ms. Bauer responded that it was her understanding that the Human Rights Commission had determined the contract value was sufficiently small that MBE and WBE requirements were not imposed.

Commissioner Conroy wished to know why Ms. Bauer was excluded from the evaluation panel. Ms. Bauer responded that both she and the Chief Financial Officer were excluded, per the request of the HRC Compliance Officer, because the current vendor was bidding and, also, due to being closely involved with all the vendors during the bidding process in responding to their various questions and requests for clarification.

Commissioner Makras wished to review the bids to see why local vendors were not more competitive. Commissioner Conroy agreed and asked if the Secretary could use the current vendor until the Commission reviewed the bids and looked further into the matter.

Deputy City Attorney Porter offered to review the matter of access of individual Commissioner to the bids, and the local business ordinance and its requirements and applicability to this particular contract.

PUBLIC COMMENT

John Darmanin declared that since the Commission meetings are not telecast by CCTV on Channel 26, the transcript has been a great help to everyone, both the public and the Secretary, as a factual record of what occurred at a meeting. He believed that with the use of the transcription service, the minutes of the meetings improved dramatically.

Approval of the Four Seasons Transcription contract was continued to another meeting.

7. LEAVE OF ABSENCE [Action]

Submitting request for Leave of Absence with pay by Chief of Department for three days, October 22 through October 24, 2007, in order to attend the FEMA National Advisory Council's Inaugural Meeting held in Arlington, VA. All travel related costs will be paid by FEMA. No Fire Department funds will be used for this trip.

Chief Hayes-White explained that this would be the first convening of the National Advisory Council, which includes experts from emergency management, public health, law enforcement and the fire service. Discussion at the Council will encompass how to assist FEMA in oversight and response to various disasters, whether man-made or natural.

PUBLIC COMMENT

John Darmanin noted that participation in high-level organizations, such as FEMA, is excellent for the Department and he commended Chief Hayes-White for her efforts.

Commissioner Clarke moved to approve the request for leave, and Commissioner Makras seconded the motion. There were no further questions or discussion and the Chief of Department's Leave of Absence was approved as presented by a vote of 5-0 (Conroy, Lau, Nakajo, Clarke, Makras).

8. SAN FRANCISCO FIRE DEPARTMENT DRUG AND ALCOHOL POLICIES [Action]

Discussion and action to approve departmental drug and alcohol policies, including (1) Reasonable Suspicion Alcohol and Drug Testing Policy, (2) Post-Accident Alcohol and Drug Testing Policy, (3) Promotional and End-of-Probation Alcohol and Drug Testing Policy, and (4) Random On-Duty Alcohol and Drug Testing Policy.

Chief Hayes-White, continuing the discussion on the Reasonable Suspicion Policy from the last meeting, addressed Section 6.4 about which the Commission wished further clarification and discussion. This section reads that Members are prohibited from engaging in the manufacture, distribution, dispensing, possession or use of prohibited drugs. Currently, the language states that the Department will notify law enforcement officials if criminal activity is suspected. She stated that Commissioner Makras had proposed, and asked the Department to consider, if the word "will" could be changed to "may". Chief Hayes-White stated that she would consider the change to "may" but preferred "will".

Commissioner Makras responded that he does not support the language as it stands because he does not believe that the Department should regulate its members off-duty and, also, because the Chief of Department would be obligated to turn members over to the Police Department for drug issues and that would, also, be very restrictive for the Chief.

Commissioner Makras stated that he cannot support such a policy and believes it to be government overreach.

Chief Hayes-White responded that the policy before the Commission had been developed collaboratively with Local 798 and is part of the current MOU. She noted that even when off-duty and not wearing a uniform, because members have sworn to protect and to serve, they are held to a higher standard. It is for these reasons that Chief Hayes-White would like to retain the language as it stands.

Commissioner Lau agreed with Chief Hayes-White that he also expects more from members of the San Francisco Fire Department. He does not expect members of the Department to do drugs off-duty and, if they did, he supports the Chief's stand on the issue.

Commissioner Nakajo wished to know if any of these policies had already been in place and would they have to be adopted or changed annually. Chief Massetani, who had worked closely on the policies, responded that the policies existed before and that the policies before the Commission reflected modification and clarification to those existing policies and procedures, for example to address improved technology in testing equipment and procedures.

Commissioner Conroy congratulated and thanked the Department for assembling a single substance abuse policy with various components. He supported the Chief's off-duty policy since the Department has an interest in maintaining its reputation and name, which is important to its members effectively carrying out their duties. He wished further clarification of the use of "will" and "may" and asked if the use of "may" could present a problem of disparate treatment.

Deputy City Attorney Porter responded that the more discretion the policy provided, the more variability there might be in the way similar situations are handled, which could open the door to a potential for a claim of that nature.

After further discussion, Commissioner Conroy wished to have a final clarification on the use of medical marijuana by a member on-duty, he wanted to be sure that a member would not be working while under the influence. Chief Massetani replied that the member must present the prescription to the Department Physician. Should it be approved, the member would be assigned to temporary modified duty and would not be in the field operating any type of apparatus or equipment.

PUBLIC COMMENT

Brendan O'Leary, Director, San Francisco Firefighters Local 798, stated that the Union was very appreciative of Chief Massetani's efforts in organizing and moving this policy forward, even though it still remains a compromise. He had spoken to Joe Moriarty, Vice President, and lead negotiator on the policy, and Mr. Moriarty stated that the Union was aware of the discussion that had occurred and had no objection to changing the language in the Reasonable Suspicion Policy from "will" to "may".

John Darmanin believed that the policy before the Commission was an excellent and all-inclusive document. To dilute its intent, by changing "will" to "may", would neither serve the public nor the members. He believed that the Chief of Department has enough discretion already that can be applied.

Commissioner Lau moved to keep the original language of the document as it had been originally presented to the Commission. Commissioner Nakajo seconded. There were no

further questions or discussion and the San Francisco Fire Department Drug and Alcohol Policies were approved as presented by a vote of 3-1 (yes: Conroy, Lau, Nakajo; no: Makras).

9. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including budget, Divisions within the Department, the EMS Reconfiguration and an update of the Rules and Regulations revision process.

Chief Hayes-White presented the report.

H3 Paramedic Level 1 – On August 24th, 27 members, out of the original 28, graduated. Since the last Commission meeting, three 24-hour ambulances have been deactivated as more ten-hour shift, dynamically deployed ambulances are placed in the field.

H40 Battalion Chief Exam Process – The examination is still on track, scheduled for March of 2008 with an anticipated 75 participants taking the test. The Department hopes to launch the H20 Lieutenant examination in May of 2008, and anticipates that close to 1000 candidates will sit for the examination.

Homeland Security Conference – Chief Hayes-White noted that it was a very informative conference, the first of its kind fire service intelligence enterprise discussion. Twelve large city fire departments were represented as well as representatives from the Department of Homeland Security. Discussion centered on information exchange and intelligence gathering in the fire service. The group decided that there were valuable benefits associated with more members of the fire service gaining secret and top-secret classifications. Chief Massetani attended the conference with Chief Hayes-White.

9/11 – The Department commemorated the anniversary of 9/11, with all fire stations participating in a commemoration ceremony by reading out loud the names of the 343 firefighters who lost their lives at Ground Zero.

Fire Department Website - Chief Hayes-White was pleased to announce that the Department had launched its redesigned website. She acknowledged the work of Lieutenant Mindy Talmadge, Public Information Officer, and Firefighter/Paramedic Rhab Boughn.

Consular Corps Outreach – The Department had undertaken an outreach program to the foreign consulates in San Francisco through presentations on fire safety and emergency preparedness. In turn, the German Consulate will be honoring Chief Hayes-White and San Francisco Firefighters for German Unity Day on October 3rd at their residence.

Commissioner Nakajo wished to express his appreciation in having had the opportunity to work with the each Commissioner, Chief Hayes-White, the command staff, John Hanley and Local 798, Deputy City Attorney Katie Porter and Tania Bauer, the Secretary. Most of all, Commissioner Nakajo appreciated the opportunity to have worked with, and been among, the men and women in the field. He considered it to have been an honor and a privilege to have worked over the years with this Department.

Gary Massetani, Deputy Chief, Administration, provided an update on the Rules and Regulations revision process. He stated that the Department had undertaken an ambitious process and timeline. At this time, 25% of the revised Rules and Regulations have been completed. In addition, an update of all Department manuals has been undertaken in order to

have them completed for the H40 Battalion Chief and H20 Lieutenant examinations. A major draft should be completed by November 1st and a final draft by December 1st.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reported on overall operations during the period of August 8, 2007 through September 11, 2007. Four greater alarms occurred during this period: (1) 2nd alarm at 2330 17th Street, 2-story wood frame residential, no civilian or firefighter injuries; (2) 3rd alarm at 412 Noe Street, 3-story wood frame residential, 7 civilians injured and no firefighter injuries; (3) 2nd alarm at 771-773 4th Avenue, 3-story wood frame residential, no civilian or firefighter injuries; and (4) 3rd alarm at 1100 -1108 Fell Street, 3-story wood frame residential, no civilian or firefighter injuries.

Company based training was completed on vehicle operations and Mass Casualty Incidents at the Division of Training. Individual company based Engine and Truck evaluations will start on September 19th.

Under water inspection of the Bay Suction Connections has begun and the initial reports have not been good due to filter screen deterioration and build-up within the pipes. The Connections are drafting hydrants or pipes placed along the Embarcadero for Engines to pump water from the Bay. Due to this initial report, the use of approximately 37 Connections has been suspended in order to prevent possible damage to Engine pumps.

Emergency Medical Services

Pete Howes, Assistant Deputy Chief, EMS Chief, continues to attend meetings regarding Halloween night and its effect on EMS operations.

Division of Fire Prevention and Investigation

The Bureau of Fire Prevention (BFP) continues normal activities, including building inspection, plan review, permit issuance, and code enforcement. Other activities during August included:

(1) Senior Home Safety grant has concluded with excellent results and final statistics as follows: (a) 115 presentations by SFFD; (b) 3196 attendees; (c) 787 requests for home assessments/alarms; (d) 592 completed home visits; and (e) approximately 900 smoke alarms provided or installed.

(2) BFP continues to work with MIS on hard file conversion to computers to free up office space.

(3) The 2007 Fire Code and the Firefighter Elevator Ordinance were submitted to the Board of Supervisors and are currently assigned to committee.

Special Operations

The Special Operations Chief continues to attend various meetings and to oversee specialized unit training. Work continues on Special Incident protocols and with the City Attorney's Office on the PG&E settlement.

Chief Kochevar pointed out that the San Francisco International Airport Activity Summary for August is attached to his report.

PUBLIC COMMENT

John Darmanin, in reviewing the Bureau of Fire Prevention's report, did not see any mention of the SRO training programs, which have been ongoing in BFP for a number of years. The

SRO residents, even though less fortunate than others, should have the full benefit of receiving fire safety and prevention programs.

REPORTS

a. Division of Fire Prevention and Investigation

Submitting monthly activity report from the Division of Fire Prevention and Investigation for the month of August 2007

b. Physician's Report

Submitting biweekly report from Fire Department Physician concerning disability injuries, August 11 through August 25, 2007.

c. Employee Actions

Retirements

Communications received from the Retirement Board indicating that the following members have retired:

<i>Name</i>	<i>Rank</i>	<i>Years of Service</i>	<i>Type</i>	<i>Retirement Date</i>
Barden, John J.	H20	32.5	Service	August 9, 2007
Gorman, Thomas R.	H2	20	Service	August 11, 2007
O'Donnell, Ed H.	H40	33	Service	August 7, 2007
Stark, Richard V.	H2	30	Service	August 8, 2007
Juergens, Teresa	H2	4	Disability	June 1, 2002

Retirement Certificate will be presented at Fire Commission Meeting of October 25, 2007

Resignation

Reporting resignation of Permanent H2 Firefighter Daniel G. Kelly, effective August 18, 2007.

Reporting resignation of Permanent H3 Level 1 EMT Symoun Hawthorne, effective August 21, 2007.

Termination

Reporting termination of Permanent Exempt 1822 Administrative Analyst Corrie L. Bowe, effective August 23, 2007. (release from exempt appointment)

Suspensions

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H3 Paramedic Level 2	Station 70	1	9/6/07	Sec. 3926 - Tardiness & Failure to Report

Leaves of Absence

Reporting leaves of absence with pay for the following for six days, September 24 through September 28, 2007, in order to participate in the Unified Command and Incident Management exercise at the National Emergency Response and Rescue Training Center (NERRTC). The leave is funded by the Urban Area Security Initiative Budget for FY 2006,

which includes funds for field training exercises, travel, lodging, backfills and related materials and supply costs. The following is a list of volunteers:

<i>Name</i>	<i>Function</i>
Raymond Guzman	Exercise Participant
Mark Kearney	Exercise Participant
Kyle Merkins	Exercise Controller
Richard McGee	Exercise Participant
Jeffrey Myers	Exercise Participant
Perry Saxton	Exercise Participant
Brendan Ward	Exercise Participant

Reporting requests for leaves of absence with pay for the time period from May 2007 through February 2008.

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	6281 Fire Safety Inspector	12
21	H2 Firefighter	476
3	H3 Firefighter/Paramedic	86
2	H4 Fire Inspector	97
2	H30 Captain	41
Total Number of Days with Pay		712

Reporting requests for intermittent leaves with pay for the time period from May 2007 through October 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of Leave</i>
1	1426 Senior Clerk Typist	Aug 27, 2007– Aug 27, 2008
1	H2 Firefighter	May 17, 2007–May 16, 2008
1	H2 Firefighter	Sept 26, 2007–Sept 25,2008
1	H2 Firefighter	Oct 11, 2007 – Aug 10, 2008
1	H2 Firefighter	June 10,2007– May 31,2008
1	H2 Firefighter	Sept 14, 2007- Sept 13,2008
1	H2 Firefighter	Sept 21, 2007- Sept 20,2008
1	H2 Firefighter	Oct 1, 2007- Oct 1,2008
1	H3 Firefighter/Paramedic	Aug 1, 2007 – Aug 8, 2008
1	H20 Lieutenant	Aug 6, 2007 – Aug 6, 2008
1	H30 Captain	Aug 25, 2007– Aug 24, 2008
1	H30 Captain	Aug 25, 2007–Aug 24, 2008
1	H33 Rescue Captain	Sept 1, 2007 – Sept 1, 2008

Reporting requests for leaves of absence without pay for May 2007 through October 2007 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	7388 Plumber	25
1	H2 Firefighter	54
Total number of Days w/o Pay		79

Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

<i>Name</i>	<i>Rank</i>	<i>Dates</i>	<i>Days</i>	<i>Military Organization</i>	<i>Purpose</i>
Caulder, Leonard SGT	H3 FF/PM	09-04-07 thru 10-03-07	30	US Air Force	Active Duty
Caulder, Leonard SGT	H3 FF/PM	10-04-07 thru 2-10-08	130	US Air Force	Active Duty

10. ADJOURNMENT

President Conroy adjourned the meeting in memory and honor of former Fire Commissioner, San Francisco Supervisor and Superior Court Judge John Ertola. The meeting was adjourned at 8:40 PM.

Tania Bauer
Secretary



Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



September 27, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Thursday, September 27, 2007– 4:00 PM

698 Second Street, Room 101, San Francisco, CA 94107

Agenda

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 07- 7: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS AND DECISION ON THE COMPLAINT OR OTHER ACTION ON CHARGES *[Action]*

Hearing on employee discipline charges, including Commission deliberations and possible approval of a proposed agreement or other action on the charges, concerning a verified complaint filed by Chief of Department Joanne Hayes-White against Acting Special Services officer Jerry Keohane dated August 10, 2007 for violation of the Rules and Regulations as follows:

Section 3912 - Intoxicants & Drugs

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the complaint; whether to hold the hearing on the complaint in closed session; and whether to conduct deliberations in closed session.

B. Vote on closed sessions

- (1) Whether to hold the hearing on the complaint in closed session. **[Action]**
- (2) Whether to conduct deliberations in closed session. **[Action]**

C. Hearing and deliberations

- (1) Hearing on the complaint (in open or closed session, per the Commission's vote).
- (2) Deliberations and possible action on the complaint (in open or closed session, per the Commission's vote). **[Discussion and Possible Action]**

D. If closed session is held, reconvene in open session

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).
- (2) Vote to elect whether to disclose any or all closed session discussions. **[Action]**

3. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco

Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*
No. 07-42

FIRE COMMISSION REGULAR MEETING

Thursday – September 27, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Chief of Department Joanne Hayes-White

09-24-07A11:36 RCVD

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2. RETIREMENT CERTIFICATES *[Discussion]*

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	Years of Service	Retirement Date
Marine Engineer Dennis J. Kennedy	Service	32	Jul. 6, 2007
A/Battalion Chief Frank Morino	Service	27	Jun. 27, 2007
Lieutenant Ruben Herrera	Service	27	Jun. 29, 2007

3. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

4. APPROVAL OF THE MINUTES *[Action]*

Regular Meetings August 23, 2007 and September 13, 2007

Action to be taken: Approval of the minutes

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(September 7 through September 20, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Danny Murtaugh, Director of Engineering, Boston Properties, supporting elevators for firefighters. Copy: Commissioners, Chief of Department, and Fire Marshal.
2. From Larry Foard, regarding an alleged situation at 1300 Fourth Street. Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.
3. From Tracy Zill, Attorney, Reuben & Junius, asking for information about the emergency air supply requirement and the proposed 2007 Fire Code. Copy: Commissioners, Chief of Department, and Fire Marshal.
4. From Jennifer Callahan, inquiring about regulations in the Fire Code regarding grills. Copy: Commissioners, Chief of Department, and Fire Marshal.
5. From Dennis Coyne, regarding rules for firefighters smoking inside firehouses. Copy: Commissioners, Chief of Department, and Fire Marshal.
6. From Rick Castelli, regarding conduct of firefighters. Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.
7. From an H3 Level 2 Paramedic, inquiring about promotional opportunities. Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.
8. From Bill Heusler, seeking participants for a study involving traumatic stress in firefighter/paramedics.
9. From M. Jessup, supporting both firefighter safe elevators and a built in air supply system. Copy: Commissioners, Chief of Department, and Fire Marshal.
10. From Ken Cleaveland, Director, Government and Public Affairs, BOMA, regarding BOMA's support of firefighter elevators. Copy: Commissioners, Chief of Department, and Fire Marshal.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Keith B. Richter, Fire Chief, Contra Costa County Fire Protection District, thanking the Department for the support extended following the death of two of their firefighters. Copy: Commissioners.
2. From Joe Robles, retired SFPD, commending Firefighter/Paramedic Fucciolo and Firefighter Helmer, Station 18, for their professionalism and empathy at a medical incident. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

6. SAN FRANCISCO FIRE DEPARTMENT APPLICATION PROCESS [Discussion]

Report on the application period for open positions in the San Francisco Fire Department

Jesusa Bushong, Human Resources Manager

7. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, and Divisions within the Department, and the EMS Reconfiguration

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the FY 2007-08 Budget and updates on Administrative Divisions

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries August 26 through September 7, 2007

b. Employee Actions

Reporting the following PERMANENT appointments effective JULY 10, 2007:

H-30 Captain

Thomas F. Abbott (vice: James Lee retired)
Steven M. Bokura (vice: James O'Connor retired)
Brian R. Brady (vice: Daniel Fulmer retired)
Michael R. Bryant (vice: Rudolph Labrado retired)
Richard Busalacchi (vice: Gary Lavaysse retired)
Franco S. Calzolari (vice: ASO Authorized)
Rudy J. Castellanos (vice: Christopher Gargano retired)
Carl J. Champion (vice: Jimmie Braden retired)
Clyde M. Christobal (vice: Anthony Avalos retired)
Charles Crane (vice: Gerald Grey retired)
John C. Cremen (vice: William Long retired)
Edmund G. Dea (vice: William Long retired)
Dan F. Dente (vice: Michael Nolan retired)
Donald K. Dryden (vice: Kevin Gonzalves retired)
Pete L. Fay Jr. (vice: Michael Bonnel retired)
Monica L. Fields (vice: William Serafini retired)
John J. Forbes III (vice: Roger Wilhelm retired)
David L. Franklin (vice: Daniel Miller retired)
George H. Garcia (vice: Gerald Shannon retired)
Patrick T. Gardner (vice: ASO Authorized)
Mark A. Gonzales (vice: William Carey retired)
Rex J. Hale (vice: Joseph Wright retired)
John Hanley (vice: Anthony Stefani retired)
John A. Hickey (vice: John Ronan deceased)
Mark J. Johnson (vice: Russell Albano promoted)
Todd L. Kawaguchi (vice: Ronald Trainor retired)
James S. Kircher (vice: Stephen Gritsch retired)
Frank H. Kosta (vice: Michael Hennigan retired)
Samson Lai (vice: Joseph Moriarty retired)
James A. Lambrechts (vice: Patrick McLaughlin retired)
Ronald R. Lewin (vice: Rene Revel retired)
Matthew J. McNaughton (vice: Charles Schafer retired)

Edward B. Moy (vice: Mark Groshong retired)
Cherish Murdock (vice: Michael Ryan retired)
Denise L. Newman (vice: Romero Mabutas retired)
George E. Ohlson (vice: James Harrington retired)
Robert F. Postel (vice: Michael Cunnie retired)
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Gerald K. Scullion (vice: ASO Authorized)
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Stephen J. Smith (vice: ASO Authorized)
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Philip T. Stevens (vice: ASO Authorized)
Dennis J. Sutter (vice: ASO Authorized)
Michael I. Thompson (vice: ASO Authorized)
James M. Vannucchi (vice: ASO Authorized)
Jose L. Velo (vice: ASO Authorized)
Frederick C. Walsh (vice: Donald Frediani retired)
Steven G. Wiessler (vice: ASO Authorized)
Raemona E. Williams (vice: Edward Cruz retired)
Greg L. Wyrsh (vice: ASO Authorized)
Victor H. Wyrsh (vice: ASO Authorized)

Reporting the following PERMANENT appointments effective August 4, 2007:

H-30 Captain

James M. Blake (vice: ASO Authorized)
Paul L. Fuhrman (vice: James O'Connor retired)
Eduardo B. Gonzalez (vice: Garry Bradford promoted)
Kevin Smith (vice: Ronald Rodriguez retired)

Leave of Absence

Reporting leave of absence with pay for Paramedic Captain David Drabble for four days, September 26 to September 29, 2007, to attend Sand Key EMS Data Management Conference in Florida. Captain Drabble will pay for all travel costs related to the conference. Captain Drabble will not be replaced.

Leaves of Absence

Reporting leaves of absence with pay for the following five members for two days, October 21 through October 25, 2007, to attend the International Association of Firefighters (IAFF) Redmond Symposium in Chicago IL. Per the MOU's Side Letter between the CCSF and the San Francisco Firefighters Local 798, the Department has approved the request. The Department will not incur any travel cost but the five members will be backfilled for two days.

<i>Name</i>	<i>Rank</i>	<i>Assignment</i>
Vannucchi, James	A/H40 Battalion Chief	Battalion 4
Hanley, John	H30 Captain	Engine 6
O'Connor, Thomas	A/Lieutenant	Station 70
Walsh, Michael	A/Lieutenant	Engine 44
Buford, Shon	H2 Firefighter	Rescue Squad 2

Addition to previously approved Leaves of Absence

Pete Schembri, Khairul Ali and Robert Ahern were approved to attend the TEEX Unified Command Exercise at College Station, Texas.

Resignation

Reporting resignation of Permanent 1654 Principal Accountant Enrico Delara, effective September 10, 2007 (promoted to DBI as 1657)

Termination

Reporting termination of Permanent Exempt 5215 Fire Protection Engineer David Steffen, effective August 11, 2007 (release from exempt appointment)

Reporting termination of Temporary Exempt 7334 Stationary Engineer Homer Oswald, effective August 24, 2007 (release from exempt appointment)

Lay-off

Reporting lay-off of Permanent 1450 Executive Secretary 1 Senaite Shifferaw, effective September 1, 2007

c. Accidents

<i>Department ID</i>	<i>Incident Number</i>	<i>Incident Date</i>	<i>Prop Code</i>	<i>Description</i>
B7	00708010	2007-07-04	145911	While responding Code 3, accident between B7 buggy and civilian vehicle.
E36	00708011	2007-07-15	145557	While preparing to back into quarters, accident between E36 and civilian vehicle.
E35	00708012	2007-07-17	145542	While responding Code 3, accident between E35 and civilian vehicle.
M21	00708013	2007-07-18	145723	While traveling Code 3, accident between M21 and civilian vehicle.
E40	00708014	2007-07-20	145536	While parked, E40's mirror was struck.
B1	00708016	2007-07-23	145377	Accident between Battalion 1 and civilian vehicle.
62	00708017	2007-07-28	145734	Accident between Ambulance 62 and civilian vehicle.
E39	00708018	2007-08-04	145590	While another Department vehicle was maneuvering at an incident, Officer opened door as vehicle passed by.
77	00708019	2007-08-04	145738	While responding Code 3, accident between Medic 77 and civilian vehicle.
RC1	00708020	2007-08-02	145377	Accident between RC 1 and a civilian vehicle.
92	00708021	2007-08-01	145745	Accident between Medic 92 and a civilian vehicle.
93	00708022	2007-07-23	145724	Accident between Medic 93 and a civilian vehicle.

85	00708023	2007-08-09	145761	Accident involving Medic 85.
T6	00708024	2007-08-04	145626	While backing up, accident between Truck 6 and a civilian vehicle. Spotters posted at rear of truck.
E40	00708025	2007-08-14	145536	While parked, Engine 40's driver side mirror was struck by civilian vehicle.

8. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-42

MINUTES OF THE FIRE COMMISSION REGULAR MEETING

Thursday – September 27, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Chief of Department Joanne Hayes-White

DOCUMENTS DEPT.

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2. RETIREMENT CERTIFICATES *[Discussion]*

Reporting Awards of Honorable Service to the following members:

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	Type of Retirement	Years of Service	Retirement Date
Marine Engineer Dennis J. Kennedy	Service	32	Jul. 6, 2007
A/Battalion Chief Frank Morino	Service	27	Jun. 27, 2007
Lieutenant Ruben Herrera	Service	27	Jun. 29, 2007

3. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

4. APPROVAL OF THE MINUTES *[Action]*

Regular Meetings August 23, 2007 and September 13, 2007

Action to be taken: Approval of the minutes

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(September 7 through September 20, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Danny Murtaugh, Director of Engineering, Boston Properties, supporting elevators for firefighters. Copy: Commissioners, Chief of Department, and Fire Marshal.
2. From Larry Foard, regarding an alleged situation at 1300 Fourth Street. Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.
3. From Tracy Zill, Attorney, Reuben & Junius, asking for information about the emergency air supply requirement and the proposed 2007 Fire Code. Copy: Commissioners, Chief of Department, and Fire Marshal.
4. From Jennifer Callahan, inquiring about regulations in the Fire Code regarding grills. Copy: Commissioners, Chief of Department, and Fire Marshal.
5. From Dennis Coyne, regarding rules for firefighters smoking inside firehouses. Copy: Commissioners, Chief of Department, and Fire Marshal.
6. From Rick Castelli, regarding conduct of firefighters. Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.
7. From an H3 Level 2 Paramedic, inquiring about promotional opportunities. Copy: Commissioners, Chief of Department, and Deputy Chief, Operations.
8. From Bill Heusler, seeking participants for a study involving traumatic stress in firefighter/paramedics.
9. From M. Jessup, supporting both firefighter safe elevators and a built in air supply system. Copy: Commissioners, Chief of Department, and Fire Marshal.
10. From Ken Cleaveland, Director, Government and Public Affairs, BOMA, regarding BOMA's support of firefighter elevators. Copy: Commissioners, Chief of Department, and Fire Marshal.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Keith B. Richter, Fire Chief, Contra Costa County Fire Protection District, thanking the Department for the support extended following the death of two of their firefighters. Copy: Commissioners.
2. From Joe Robles, retired SFPD, commending Firefighter/Paramedic Fucciolo and Firefighter Helmer, Station 18, for their professionalism and empathy at a medical incident. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

6. SAN FRANCISCO FIRE DEPARTMENT APPLICATION PROCESS [Discussion]

Report on the application period for open positions in the San Francisco Fire Department

Jesusa Bushong, Human Resources Manager

7. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including budgets, Divisions within the Department, and the EMS Reconfiguration

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the FY 2007-08 Budget and updates on Administrative Divisions

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries August 26 through September 7, 2007, and September 8 through September 21, 2007

b. Employee Actions

Reporting the following PERMANENT appointments effective JULY 10, 2007:

H-30 Captain

Thomas F. Abbott (vice: James Lee retired)
Steven M. Bokura (vice: James O'Connor retired)
Brian R. Brady (vice: Daniel Fulmer retired)
Michael R. Bryant (vice: Rudolph Labrado retired)
Richard Busalacchi (vice: Gary Lavaysse retired)
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Raemona E. Williams (vice: Edward Cruz retired)
Greg L. Wyrsh (vice: ASO Authorized)
Victor H. Wyrsh (vice: ASO Authorized)

Reporting the following PERMANENT appointments effective August 4, 2007:

H-30 Captain

James M. Blake (vice: ASO Authorized)
Paul L. Fuhrman (vice: James O'Connor retired)
Eduardo B. Gonzalez (vice: Garry Bradford promoted)
Kevin Smith (vice: Ronald Rodriguez retired)

Leave of Absence

Reporting leave of absence with pay for Paramedic Captain David Drabble for 32 hours of paid leave, September 27 to September 29, 2007, to attend Sand Key EMS Data Management Conference in Florida. Captain Drabble will pay for all travel costs related to the conference. Captain Drabble will not be replaced.

Leaves of Absence

Reporting leaves of absence with pay for the following five members for two days, October 21 through October 25, 2007, to attend the International Association of Firefighters (IAFF) Redmond Symposium in Chicago IL. Per the MOU's Side Letter between the CCSF and the San Francisco Firefighters Local 798, the Department has approved the request. The Department will not incur any travel cost but the five members will be backfilled for two days.

<i>Name</i>	<i>Rank</i>	<i>Assignment</i>
Vannucchi, James	A/H40 Battalion Chief	Battalion 4
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O'Connor, Thomas	A/Lieutenant	Station 70
Walsh, Michael	A/Lieutenant	Engine 44
Buford, Shon	H2 Firefighter	Rescue Squad 2

Addition to previously approved Leaves of Absence

Pete Schembri, Khairul Ali and Robert Ahern were approved to attend the TEEX Unified Command Exercise at College Station, Texas.

Resignation

Reporting resignation of Permanent 1654 Principal Accountant Enrico Delara, effective September 10, 2007 (promoted to DBI as 1657)

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Reporting termination of Permanent Exempt 5215 Fire Protection Engineer David Steffen, effective August 11, 2007 (release from exempt appointment)

Reporting termination of Temporary Exempt 7334 Stationary Engineer Homer Oswald, effective August 24, 2007 (release from exempt appointment)

Lay-off

Reporting lay-off of Permanent 1450 Executive Secretary 1 Senaite Shifferaw, effective September 1, 2007

c. Accidents

<i>Department ID</i>	<i>Incident Number</i>	<i>Incident Date</i>	<i>Prop Code</i>	<i>Description</i>
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T6	00708024	2007-08-04	145626	While backing up, accident between Truck 6 and a civilian vehicle. Spotters posted at rear of truck.
E40	00708025	2007-08-14	145536	While parked, Engine 40's driver side mirror was struck by civilian vehicle.

8. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 8:20 PM

Tania Bauer
Secretary

Fire Commission

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October 9, 2007 (Special Meeting 1:00 PM)

FIRE COMMISSION SPECIAL MEETING

Tuesday, October 9, 2007, 1:00 PM

698 Second Street, Room 221, San Francisco, California 94107

AGENDA

Item

No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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APR 28 2003

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2. PRESENTATION CONCERNING DEPARTMENT PHYSICIAN'S OFFICE, POTENTIAL HEALTH AND FITNESS PROGRAMS AND THE ROLE OF THE DEPARTMENT PHYSICIAN IN THESE PROGRAMS *[Discussion]*

Gary Massetani, Deputy Chief, Administration, and Firefighter/Paramedic Natalie Levchenko

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Tuesday, October 9, 2007, 2:30 PM

698 Second Street, Room 221, San Francisco, California 94107

***Pursuant to Government Section 54955, this meeting is being continued to
October 11, 2007, 3:00 PM, at the address above***

AGENDA

Item
No.

10-12-07A11:15 XCVU

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. PUBLIC EMPLOYEE APPOINTMENT/HIRING: CLASS 2233 SUPERVISING PHYSICIAN SPECIALIST [Discussion and Possible Action]

Interviews and deliberations regarding the selection and appointment of a Class 2233 Supervising Physician Specialist to serve as the Fire Department Physician. The meeting may be held in closed session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2 (including any comment pertaining to the selection and appointment for the Fire Department Physician position or whether to hold the meeting in closed session).

B. Vote on whether to hold the meeting in closed session. [Action]

C. Interviews and deliberations to select a candidate or take other action (in open or closed session, per the Commission's vote). **[Discussion and Possible Action]**

D. If closed session is held, reconvene in open session.

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

(2) Vote to elect whether to disclose any or all closed session discussions. **[Action]**

3. ADJOURNMENT

10/10/1911

Dear Mr. [Name]

I have received your letter of the 10th inst.

and am sorry to hear that you are not well.

I hope you will get better soon.

Yours truly,

[Signature]

[Name]

Enclosed

find

the

amount of the bill for the 10th inst.

and I am sorry to hear that you are not well.

I hope you will get better soon.

I am, Sir, very respectfully,

Yours truly,

[Signature]

[Name]

I am, Sir, very respectfully,

Yours truly,

[Signature]

[Name]

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



October 11, 2007 (Special Meeting)

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, October 11, 2007, 3:00 PM

698 Second Street, Room 221, San Francisco, California 94107

The meeting was called to order by President Conroy at 3:35 PM

1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Victor Makras

Commissioners Stephen Nakajo and Clem Clarke were excused.

Also present

Tania Bauer, Commission Secretary

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APR 28 2008

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2. PUBLIC EMPLOYEE APPOINTMENT/HIRING: CLASS 2233 SUPERVISING PHYSICIAN SPECIALIST

[Discussion and Possible Action] (Continued from meeting of 10/9/07)

Interviews and deliberations regarding the selection and appointment of a Class 2233 Supervising Physician Specialist to serve as the Fire Department Physician. The meeting may be held in closed session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2 (including any comment pertaining to the selection and appointment for the Fire Department Physician position or whether to hold the meeting in closed session).

There was no public comment.

B. Vote on whether to hold the meeting in closed session [Action]

Commissioner Lau moved for closed session and Commissioner Makras seconded. The motion was unanimously approved 3-0 (Conroy, Lau, Makras). The Commission went into closed session deliberations at 3:45 PM.

C. Deliberations to select a candidate or take other action (in open or closed session, per the Commission's vote). [Discussion and Possible Action]

D. If closed session is held, reconvene in open session.

The Commission reconvened in open session at 4:20 PM.

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

President Conroy announced that the Commission had not taken any action.

(2) Vote to elect whether to disclose any or all closed session discussions. [Action]

Commissioner Lau moved not to disclose any discussion held in closed session and Commissioner Makras seconded. The motion was unanimously approved 3-0 (Conroy, Lau, Makras).

3. ADJOURNMENT

The meeting was adjourned at 4:25 PM.

Tania Bauer

Secretary

Fire Commission

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October 11, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Thursday, October 11, 2007 - 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 07-1: COMMISSION DELIBERATIONS ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT *[Action]*

On January 25, 2007, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Assistant Chief Aaron Stevenson with misconduct and violation of Department Rules and Regulations as follows:

- Section 3922 - Acts Detrimental to the Welfare of the Department
- Civil Service Commission: Rule 311: 311.7.3 - Confidentiality of Examination Questions

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

A. Public Comment on Special Meeting Agenda Item, Including Possible Closed Session

Members of the public may comment on all matters pertaining to Agenda Item No. 2, including whether to conduct deliberations in closed session. [Government Code §54954.3(a),

Administrative Code §67.15(b)]

B. Vote on Closed Session

Vote on whether to conduct deliberations in Closed Session. **[Action]**

C. Deliberations/Possible Action

Deliberations and possible action on the complaint (in Open or Closed Session, per the Commission's vote). **[Discussion and Possible Action]**

D. If Closed Session is Held, Reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). **[Action]**

3. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-44

FIRE COMMISSION REGULAR MEETING

Thursday, October 11, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President Paul A. Conroy
Vice President George Lau
Commissioner Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner Victor Makras

Chief of Department Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of September 13, 2007 and September 27, 2007

Action to be taken: Approval of the minutes

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (September 21, 2007 through October 4, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Lt. Cook, EMS Supervisor, Dallas Fire Department, asking how many 24 hour ALS rescue units SFFD has daily in the field. Copy: Commissioners, Chief of Department and EMS Chief.

10-09-07P03:39 RCVD

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San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

2. From Michael Ferrara, inquiring why SFFD does not use H3 Firefighter/Paramedics to drive SFFD apparatus and pay them the higher rate for those watches. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Lake Valley Fire Protection District and the community of South lake Tahoe, thanking all agencies that helped battle the Angora fire, where no loss of life occurred and countless homes were saved. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Robert Fyles, Vice President of Facilities, Envision School, commending Inspector Mitchie Wong for her assistance with the review process. Copy: Commissioners, Chief of Department and Fire Marshal.
3. From Richard Hashimoto, President, Japantown Merchants Association, thanking the Department and the firefighters for their assistance and participation in the Aki Matsuri (Fall Festival). Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
4. From John Brown, M.D., EMS Agency Medical Director, Department of Public Health, commended the Department on the excellent state of its ambulances and the well-run inspection process during the recently completed annual countywide ambulance inspection. Copy: Commissioners, Chief of Department, Deputy Chief, Operations and EMS Chief.

5. **TRANSCRIPTION CONTRACT - Four Season Transcription [Action]** (Continued from 9/27/07)

Submitting for review and approval a proposed contract in the amount of \$50,000 for Four Seasons Transcription to provide transcription services for commission meetings, special meetings and for other required recordings. The term of the contract is for two years.

Action: Transcription Contract to be approved

6. **STATEMENT OF INCOMPATIBLE ACTIVITIES [Discussion and Possible Action]** (Continued from meeting of 7/12/06 and 7/26/07)

Submitting Statement of Incompatible Activities for the San Francisco Fire Commission and Fire Department as requested by the Ethics Commission under the provision of San Francisco Campaign & Governmental Conduct Section 3.218

Action to be taken: Approval of Statement of Incompatible Activities

7. **ANNUAL STATEMENT OF PURPOSE FOR FY 2007-2008 [Action]**

Action to be taken: Adoption of Annual Statement of Purpose

8. **CHIEF OF DEPARTMENT'S REPORT [Discussion]**

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events, Divisions within the Department, and the EMS Reconfiguration

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period of September 12, 2007 through October 9, 2007, including an update on EMS response times by Battalion and planning for Halloween.

REPORTS

a. Division of Fire Prevention and Investigation

Submitting monthly activity report from the Division of Fire Prevention and Investigation for the month of September 2007

b. Physician's Report

Submitting biweekly report from Fire Department Physician concerning disability injuries, September 8, 2007 through September 21, 2007

c. Employee Actions

Retirement

Communications received from the Retirement Board indicating that the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Years of Service</i>	<i>Type</i>	<i>Retirement Date</i>
Donnelly, Mark	H20	26.5	Service	September 11, 2007

Retirement Certificate will be presented at Fire Commission Meeting of November 20, 2007

Reporting the following PERMANENT PROBATIONARY appointment effective September 24, 2007:

H120 Pilot of Fire Boats

Jeffrey C. Amdahl (vice: Kevin Devine deceased)

Jean P. Pinto (vice: Arvid Havneras deceased)

Reporting the following PERMANENT PROBATIONARY appointment effective October 1, 2007:

5215 Fire Protection Engineer

Sagiv Weiss-Ishai (vice: ASO Authorized)

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1649 Accountant Intern

Jenny J. Qiao (vice: tx'd from new 1632 position)

Reporting that the following employees have passed probation:

H3 Level 2 Paramedic

<i>Name</i>	<i>Effective Date</i>
Kelly, Timothy P.	August 4, 2007
Alexander, Edward	August 4, 2007
Avila, Clementino L.	August 4, 2007
Kimmel, David J.	August 4, 2007
Moore, Kristopher L.	August 11, 2007

Powell, Derek C.	August 11, 2007
Washington, Brian	August 16, 2007
Rodriguez, Gabriel J.	August 16, 2007
Bonn, Christopher E.	August 16, 2007
Klofstad, Judith A.	August 16, 2007
McFall, Scott D.	August 16, 2007
Archibald, Richard F.	August 19, 2007
Soliven, Jed	August 24, 2007
Frazer, Dennis	August 26, 2007
Recendez, Robert J.	August 30, 2007
Pagan, David A.	August 31, 2007
Stabile, Shannon	September 7, 2007
Speizer, Stephanie L.	September 7, 2007

1042 IS Engineer-Journey

Holmes, Gregory A.	August 3, 2007
Wong, Leon K.	July 30, 2007

Resignations

Reporting resignation of Permanent H3 Level 2 Paramedic Thang Vo effective September 7, 2007.

Reporting resignation of Permanent H3 Level 3 Firefighter Paramedic Cortland Rounds effective September 22, 2007.

Leave of Absence

Leave of absence with pay for Captain Brendan O'Leary, the Bureau of Fire Prevention, for four days, October 22 through October 25, 2007, to attend the International Association of Firefighters (IAFF) Redmond Symposium in Chicago IL. The Department will not incur any travel cost associated with Captain O'Leary's attendance of the Symposium. Captain O'Leary will not be replaced.

Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from May, 2007 through January, 2008.

No. of Members	Rank	Total amount of leave (days)
1	7388 Utility Plumber	6
23	H2 Firefighter	366
2	H3 Firefighter/Paramedic	63
4	H20 Lieutenant	46
1	H40 Battalion Chief	6
	Total Number of Days with Pay	487

Submitting requests for intermittent leaves with pay for the time period from Nov, 2006 through November, 2008 for the following:

No. of Members	Rank	Dates of Leave
1	6281 Fire Safety Inspector	Sept 10, 2007–Mar 10, 2008
1	H2 Firefighter	Jan 14, 2008 – Oct 15, 2008
1	H2 Firefighter	Feb 2, 2008 – Nov 29, 2008
1	H2 Firefighter	Sept 18, 2007–Sept 18, 2008

1	H2 Firefighter	Nov 27, 2006– Nov 27, 2007
1	H3 Firefighter/Paramedic	Aug 28, 2007– Aug 28, 2008
1	H3 Firefighter/Paramedic	Jan 18, 2008– Nov 8, 2008
1	H40 Battalion Chief	Aug 28, 2007– Aug 28, 2008

Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for July, 2007 through November, 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	7388 Utility Plumber	20
2	H2 Firefighter	230
2	H3 Firefighter/Paramedic	71
	Total number of Days w/o Pay	321

9. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-44

MINUTES OF THE FIRE COMMISSION REGULAR MEETING

Thursday, October 11, 2007 – 6:00 p.m.

698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:10 PM.

1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Gary P. Massetani	Acting Chief of Department
Richard Kochevar	Deputy Chief, Operations

Assistant Deputy Chiefs – Staff

Barbara Schultheis	Division of Fire Prevention and Investigation
Thomas Siragusa	Division of Training
Patrick Casserly	Division of Airports
Robert Navarro	Division of Homeland Security
Pete Howes	Division of Emergency Medical Services

Chief Officers – Firefighting Services

Audry Lee	Division 2
John Murphy	Division 3

EMS Officers

Karl Sporer, M.D.	SFFD Medical Director
Sebastian Wong	Section Chief, Operations

2. PUBLIC COMMENT

John Darmanin was concerned about the firefighter-related legislation that had gone to the Board of Supervisors, namely the 2007 Fire Code and the Firefighter Elevator Ordinance, and that firefighters had not been adequately consulted on firefighter safety. He suggested that

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prior to approval of any fire-related legislation that a system be used that assured input and broad participation of the complete chain of command for fire suppression.

3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of September 13, 2007 and September 27, 2007

PUBLIC COMMENT

John Darmanin wondered why there was no discussion of the general staff meeting by the Commission and whether it was subject to Commission review and comment.

Commissioner Lau moved to approve the Minutes of the Regular Meeting of September 13, 2007, and to continue action on the minutes of the Regular Meeting of September 27, 2007 to a future meeting. Commissioner Makras seconded the motion. There were no further questions or discussion. The Minutes of the September 13, 2007 Regular Meeting were approved as presented by a vote of 5-0 (Conroy, Lau, Nakajo, Clarke, Makras).

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(September 21, 2007 through October 4, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Lt. Cook, EMS Supervisor, Dallas Fire Department, asking how many 24 hour ALS rescue units SFFD has daily in the field. Copy: Commissioners, Chief of Department and EMS Chief.
2. From Michael Ferrara, inquiring why SFFD does not use H3 Firefighter/Paramedics to drive SFFD apparatus and pay them the higher rate for those watches. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

COMMENDATIONS AND LETTERS OF RECOGNITION

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5. TRANSCRIPTION CONTRACT - Four Season Transcription [Action]
(Continued from 9/27/07)

Submitting for review and approval a proposed contract in the amount of \$50,000 for Four Seasons Transcription to provide transcription services for commission meetings, special meetings and for other required recordings. The term of the contract is for two years.

Commissioner Makras stated that he had reviewed the bids for transcription services and that the recommended vendor was the low bidder, using a per line charge versus an hourly rate. He was informed by staff that by a mathematical conversion from a per line charge to an hourly rate, the recommended vendor had still the lowest bid. Commissioner Makras believed that even if it was a small contract, it was contrary to the encouragement that San Francisco, and the State of California, is trying to convey to small and local businesses by shipping transcription services across the country to Virginia.

Commissioner Lau noted that the Secretary had explained to him that the conveying of electronic record of the meeting and the return of a transcript was all done electronically. Even though he supported local and minority-owned business, he believed that the contract needed to be acted upon and, therefore, moved for approval.

Commissioner Nakajo inquired about the current transcription service and, should the Commission not approve the contract before them, and what would be the resolution. Chief Massetani responded that the Secretary had worked satisfactorily with the previous firm for the past two years, but the bidding process had to be abided by and the proposed vendor was considered a qualified bidder and, also, the low bidder, and their bid had been accepted.

Chief Massetani responded that he understood that the bid would have to be re-opened. Katharine Porter, Deputy City Attorney, added that the bid would have to be examined in light of what the Human Rights Commission (HRC) deemed proper under the Local Business Enterprise (LBE) ordinance and that, perhaps due to its small monetary value, the HRC had not applied it.

Commissioner Makras recalled that even though the proposed vendor had submitted the lowest bid, the other two bids were similar in rate and one was a San Francisco firm. He believed that the Commission should reject the proposed vendor and continue with the current one until HRC had reviewed it in light of the LBE ordinance. He wished HRC to particularly take into account that the local wage, by ordinance, was \$9.12 per hour, and he doubted that the minimum wage in Virginia equaled it.

Commissioner Conroy agreed with Commissioner Makras and believed that the contract should be rejected. He was interested in seeing that HRC review the contract since there is little variance among the bidders. He believed that emphasis should be placed on the satisfactory service that had been provided by the past contractor; it was important that the information should be transcribed accurately and the past contractor had done an excellent job.

In closing, Chief Massetani stated that even though the Secretary was submitting invoices from which purchase orders would be prepared, it would be in the best interest of the Department if the contract could be moved along.

PUBLIC COMMENT

John Darmanin noted that the transcripts he had reviewed were very helpful and very accurate. He believed that a local contractor was best for control and hoped that the proposed contractor would not ship the work out of the country to be transcribed in India or other such places.

John Hanley, President, San Francisco Firefighters Local 798, thanked the Commission for trying to keep the contract local and that the men and women of Local 798 appreciated that.

Commissioner Lau's motion to approve the Four Seasons Transcription Contract did not receive a second. Commissioner Makras moved to reject the Four Seasons Transcription bid and to instruct staff to explore options with other bidders incorporating the discussion and wishes of the Commission. Commissioner Nakajo seconded. There were no further questions or discussion. The motion to reject the Four Season Transcription bid and to instruct staff to explore options with other bidders incorporating the discussion and wishes of the Commission was approved by a vote of 4-1 (yes: Conroy, Nakajo, Clarke, Makras; no: Lau).

6. STATEMENT OF INCOMPATIBLE ACTIVITIES [Discussion and Possible Action]
(Continued from meeting of 7/12/06 and 7/26/07)

Submitting Statement of Incompatible Activities for the San Francisco Fire Commission and Fire Department as requested by the Ethics Commission under the provisions of San Francisco Campaign & Governmental Conduct Section 3.218

Deputy City Attorney Katharine Porter explained that after the Commission had approved the Statement of Incompatible Activities (SIA) it went to the Ethics Commission, the next step in its process of approval. The Ethics Commission did approve it but sent it back to the Chief of Department to review some specific language, that had been adopted by the Department of Building Inspection, and that also could be adopted by the Fire Department.

Chief Hayes-White made three minor changes and wished the Commission to approve them. It is no longer necessary to return the SIA to the Ethics Commission, but the next step would be review by the various employee groups that represent Department employees.

Commissioner Makras wished clarification on the item which referred to individuals becoming members of nonprofit boards and how it related to contracts. Ms. Porter responded that if an officer or employee of the Department is an officer or director of a nonprofit entity, that entity could not enter into a contract with the Department unless that member had been an officer or executive director for at least one year.

PUBLIC COMMENT

John Darmanin believed the SIA to be an excellent tool for oversight and accountability in the nonprofit sector since many nonprofits charge high prices for their services, such as many Bay Area hospitals and, even if directors and officers are not reimbursed, the perquisites can be substantial.

Commissioner Nakajo moved for approval of the Statement of Incompatible Activities and Commissioner Clarke seconded. There were no further questions or discussion and the Statement of Incompatible Activities was approved as presented (5-0: Conroy, Lau, Nakajo, Clarke, Makras).

7. ANNUAL STATEMENT OF PURPOSE FOR FY 2007-2008 [Action]

Commissioner Conroy explained that an Annual Statement of Purpose is required to be adopted by the Commission each year. The Commission has made revisions to the Statement over the years. He had reviewed the current Statement and was satisfied with the language of the statement, however the statement is open to discussion, revision, and amendment by the Commission.

Commissioner Nakajo noted that he had reviewed the Statement and found the language satisfactory and wanted to particularly emphasize the last two lines of the statement that referred to a work environment that values cultural diversity and is free of harassment and discrimination.

Some discussion ensued regarding whether discipline should appear in the Statement since the Commission spent a considerable amount of time in this effort. There was some discussion that reference to discipline may be negative. There was discussion that further consideration could be given to this matter in the future.

PUBLIC COMMENT

John Darmanin viewed the Annual Statement of Purpose as something that the Commission is supposed to do. He suggested that the Commission perform a self-assessment, somewhat like a scorecard, of how well the Commission attained the goals it set in the Statement.

John Hanley, President, San Francisco Firefighters Local 798, stated that the men and women of the Firefighters Union recognize each Commissioner for their understanding and compassion, for their participation in the Fire Department and for their volunteerism to the City, and give them an A+ on the report card.

Commissioner Nakajo moved for approval of the Annual Statement of Purpose for FY 2007-08 and Commissioner Makras seconded. There were no further questions or discussion and the Annual Statement of Purpose for FY 2007-08 was approved as presented (5-0: Conroy, Lau, Nakajo, Clarke, Makras).

8. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events, Divisions within the Department, and the EMS Reconfiguration

Acting Chief of Department Massetani presented a brief report. He noted that NERT would hold a citywide drill on October 13th, 9:00 AM – 12 noon, at ten different locations throughout the city.

Department Manuals are being updated in anticipation of H40 Battalion Chief examination. The first draft of the revisions is due October 19th, with the final draft incorporating any modifications is due November 1st.

The current week is National Fire Prevention week starting October 7th. The Department will hold an open house at all fire stations in the city on Saturday, October 13th between 1:00 and 5:00 PM. Chief Massetani encouraged everyone to visit by the firehouse in their neighborhood. Furthermore, the Department is planning to conduct a recall operation similar to the one performed the previous year. In closing, he asked Assistant Deputy Chief Schultheis to recount the latest developments associated with the proposed 2007 Fire Code.

Chief Schultheis stated that there were two separate pieces of legislation that were approved by the Commission, namely the firefighter elevator for high rise buildings and the 2007 Fire Code. Both were introduced at the Board of Supervisors on September 11th and the Fire Code has been agendized for October 22nd. Chief Schultheis emphasized that it is very important that the 2007 Fire Code be approved by the Board in a timely manner since the Department needed the new fire safety requirements to go into effect in January. For this reason, the

Department decided to pull the elevator proposal from the 2007 Fire Cod, since it was somewhat controversial, and wait to bring it forward when the Fire Code was approved.

The Department plans to ask the Land Use Committee to amend the Fire Code and the firefighter elevator legislation to state that the air replenishment system will be required whether the firefighter elevator is installed or not.

Commissioner Makras considered this to be a fair resolution as long as it yielded participation and discussion on this subject. He asked Chief Schultheis what she and the Chief envisioned as a final solution and what the Department would be advocating.

Chief Schultheis responded that if the firefighter elevator legislation is approved there will be an elevator sometime in the future but the air replenishment system is available now. Members of the Department in fire suppression have weighed in for the air replenishment system and she believed that their buy-in was critical to the undertaking ahead. The Department will review the operational aspect of the air replenishment system and may request some changes.

Commissioner Makras wished to share what he envisioned as an end solution since now there was an opportunity to rethink some items, and he now supports the air replenishment system. He believes that the Department should be responsible for the air supply itself. He is not a supporter of a system that has air on the promises since the Department would not be checking or monitoring the air supply, even once a year, and yet if a high-rise incident should occur, firefighters would automatically use that supply. Commissioner Makras wanted to be sure that when firefighters inhale that air that it is 100% safe.

Commissioner Makras remarked that the Department's and the Commission's ultimate goal is fire safety. To this end, he recommended that there be a backup system in case the primary air replenishment system is destroyed by a man-made or natural disaster. He felt that it was imperative that a secondary system is installed in high-rises, since San Francisco has various back-up systems, such as water supply, throughout the City. He asked Chief Schultheis to come before the Commission again with further material on the air replenishment system, and that these materials include such items as how the air is kept clean, safe and deliverable, especially if the temperature of the air changes as it rises through the stories of the building.

Commissioner Nakajo thanked Chief Schultheis for going forward with a new strategy and yet being open enough to accept input that modified that strategy. He agreed with Commissioner Makras that firefighter safety should be the primary concern and focus.

Commissioner Conroy also agreed that safety of the members of the Department is paramount and supported Commissioner Makras' of clean air concept. He supported the concept of firefighter elevators if they are designed so that they are safe.

In closing, after more discussion, Chief Massetani explained that the Department through the fire code, only supplies general requirement and identifies a problem. It is the industry that identifies and develops the proper "assemblies" to meet the code.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reported on overall operations during the period of September 12, 2007 through October 9, 2007, including an update on EMS response times by Battalion and planning for Halloween.

Chief Kochevar reported that: (1) there were no greater alarm fires during this reporting period; (2) company-based training continued at the Division of Training (DOT); (3) Chiefs Wong and Franklin attended planning meetings regarding Halloween night; (4) support was provided to activities related to Fleet week; and (5) on September 15, State OES requested a strike team to respond to a fire in the San Bernadino area, and later for another Type 1 strike team to respond to the Prado Mobilization Center in Chino. A report was also received from Karl Sporer, M.D., SFFD Medical Director, regarding two positive cardiac-related responses where Department members were successful in reviving the patients.

Division of Fire Prevention and Investigation was involved in community outreach during National Fire Prevention Week from October 7 through October 13, 2007, including firehouses holding open house on October 13th. In addition, fire inspectors will assist with Halloween night inspections of public assemblies, ensuring that establishments adhere to fire codes and occupant loads.

The San Francisco International Airport conducted its annual air crash exercise on September 12th with multiple emergency response agencies from around the Bay Area involved. The exercise involved life saving and extrication techniques, triage coordination and psychological support and crisis intervention, both at the incident site and in the airport terminal facilities.

Assistant Deputy Chief Pete Howes, EMS Chief, stated that positive reports have been received from the field regarding the level of care being delivered by engine companies and ambulances. Chief Wong, EMS Operations Chief, has implemented daily conference calls with field captains to receive input and monitor situations.

The Department's response to CPR and advanced care has increased. This is attributable to a change in guidelines from the American Heart Association and good training at the DOT on new CPR techniques and protocols.

Chief Howes displayed some charts that compared 2005 and 2007 response time data. Even though there were variations in response times, it was clear that there was an overall improvement, even in Battalion 10 due to a dynamically deployed ambulance in the area.

Chief Howes provided an update on Halloween. The Department had been involved in numerous planning meetings and has developed a three-phased approach. This will include EMS, dedication of official resources, and having the flexibility to shift and reposition specialized resources through the city. Fire and EMS representatives will be at the unified command post that evening and will coordinate communications throughout the city. The Department will also have representation at the tactical main command post in the Castro. The Police Department has committed to assist the Department with the safety and security of its personnel.

In closing, Chief Howes noted that the Fire Department is moving forward with a concrete plan that allows for fluid movement and for addressing problems throughout the city.

PUBLIC COMMENT

John Hanley, President, San Francisco Firefighters Local 798, was concerned that none of the Division Chiefs, Battalion Chiefs or Captains of the area encompassing the Castro were involved in any of the planning for October 31st. He believed this to be glaring omission since buy-in from the field is extremely helpful, especially when there is a possibility that anything may happen.

Anthony Turiello, Principal, Air Rescue System, commended the Department for their decision to support the air replenishment system and encouraged all efforts to enhance and improve the firefighter elevators to be used also by aging and disabled individuals. He suggested that any revisions to the Administrative Bulletin or the Fire Code be undertaken by a committee and that it include representatives from the firefighters union, Division Chiefs, Health and Safety Committee members, High-rise Committee members, as well as firefighters - the ultimate end users.

John Darmanin did not wish to commend the Department for "getting it right" since it was only after an outcry from professionals across the country and from concerns within the Department, that a change of direction occurred. He chided the Department for not bringing forward to the Commission all the information that was available so that they could base their decision on facts supplied by both sides, at the time they voted to make the air replenishment system optional in high-rise buildings.

REPORTS

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Resignations

Reporting resignation of Permanent H3 Level 2 Paramedic Thang Vo effective September 7, 2007.

Reporting resignation of Permanent H3 Level 3 Firefighter Paramedic Cortland Rounds effective September 22, 2007.

Leave of Absence

Leave of absence with pay for Captain Brendan O'Leary, the Bureau of Fire Prevention, for four days, October 22 through October 25, 2007, to attend the International Association of Firefighters (IAFF) Redmond Symposium in Chicago IL. The Department will not incur any travel cost associated with Captain O'Leary's attendance of the Symposium. Captain O'Leary will not be replaced.

Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from May, 2007 through January, 2008.

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	7388 Utility Plumber	6
23	H2 Firefighter	366
2	H3 Firefighter/Paramedic	63
4	H20 Lieutenant	46
1	H40 Battalion Chief	6
	Total Number of Days with Pay	487

Submitting requests for intermittent leaves with pay for the time period from Nov, 2006 through November, 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of Leave</i>
1	6281 Fire Safety Inspector	Sept 10, 2007–Mar 10, 2008
1	H2 Firefighter	Jan 14, 2008 – Oct 15, 2008
1	H2 Firefighter	Feb 2, 2008 – Nov 29, 2008
1	H2 Firefighter	Sept 18, 2007–Sept 18, 2008
1	H2 Firefighter	Nov 27, 2006– Nov 27, 2007
1	H3 Firefighter/Paramedic	Aug 28, 2007– Aug 28, 2008
1	H3 Firefighter/Paramedic	Jan 18, 2008– Nov 8, 2008
1	H40 Battalion Chief	Aug 28, 2007– Aug 28, 2008

Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for July, 2007 through November, 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	7388 Utility Plumber	20
2	H2 Firefighter	230
2	H3 Firefighter/Paramedic	71
Total number of Days w/o Pay		321

9. ADJOURNMENT

President Conroy adjourned the meeting in memory and honor of Firefighter Matthew Richard Will, a heavy fire equipment operator with the California Department of Forestry and Fire Protection, who perished in a bulldozer rollover while battling the Colorado Fire in Monterey County. The meeting was adjourned at 8:25 PM.

Fire Commission

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October 15, 2007 (Special Meeting) CANCELLED

FIRE COMMISSION SPECIAL MEETING

Monday, October 15, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

Agenda

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

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2. CASE NO. 07- 3: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES *[Action item]*

On June 4, 2007 Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Daniel Boreen with misconduct and violation of Department Rules and Regulations as follows:

Article 3918 - Unauthorized Leaves of Absence & Abandonment of Employment

Article 3923 - Disobedience

Article 3924 - Insubordination

Article 3926 - Tardiness and Failure to Report

A. Public Comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

B. Votes on closed session:

- (1) Whether to hold the hearing on the complaint in closed session **[Action]**
- (2) Whether to conduct deliberations in closed session **[Action]**

C. Hearing and Deliberations

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and possible approval of agreement or other action on charges (in open or closed session, per the Commission's vote) **[Discussion and Possible Action]**

D. If closed session is held, reconvene in open session

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. ADJOURNMENT

Fire Commission

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October 17, 2007 (Special Meeting) CANCELLED

FIRE COMMISSION SPECIAL MEETING

Monday, October 17, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

Agenda

Item No.

1. ROLL CALL

President Paul A. Conroy

Vice President George Lau

Commissioner Stephen A. Nakajo

Commissioner Clem Clarke

Commissioner Victor Makras

Chief of Department Joanne Hayes-White

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2. CASE NO. 07- 3: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES *[Action item]*

On June 4, 2007 Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Daniel Boreen with misconduct and violation of Department Rules and Regulations as follows:

Article 3918 - Unauthorized Leaves of Absence & Abandonment of Employment

Article 3923 - Disobedience

Article 3924 - Insubordination

Article 3926 - Tardiness and Failure to Report

A. Public Comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

B. Votes on closed session:

- (1) Whether to hold the hearing on the complaint in closed session **[Action]**
- (2) Whether to conduct deliberations in closed session **[Action]**

C. Hearing and Deliberations

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and possible approval of agreement or other action on charges (in open or closed session, per the Commission's vote) **[Discussion and Possible Action]**

D. If closed session is held, reconvene in open session

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. ADJOURNMENT

Fire Commission

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October 25, 2007 (Special Meeting)

FIRE COMMISSION SPECIAL MEETING

Thursday, October 25, 2007 - 4:30 PM

698 Second Street, Room 221, San Francisco, California 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

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2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [*Discussion and Possible Action*] (Continued from 8/23/07)

Conference with City Attorney to discuss pending litigation and proposed settlement: *Daniel Worrell v. City and County of San Francisco*, San Francisco Superior Court, Case No. 455-569, Action filed: August 25, 2006; possible vote to recommend that the San Francisco Board of Supervisors approve settlement of the lawsuit. This item may be heard in Closed Session pursuant to Government Code §54956.9(a) and San Francisco Administrative Code §67.10(d).

A. PUBLIC COMMENT ON SPECIAL MEETING AGENDA ITEM; POSSIBLE CLOSED SESSION

1. Public Comment on Agenda Item No. 2, including, if there is a motion to go into Closed Session, public comment on whether to go into Closed Session.

2. If there has been a motion to go into Closed Session: Vote on whether to hold Closed Session to confer with legal counsel. **[Action]**

B. CONFERENCE AND POSSIBLE ACTION, OPEN SESSION OR CLOSED SESSION

1. Conference with City Attorney regarding pending litigation and proposed settlement.

2. Possible vote to recommend that the San Francisco Board of Supervisors approve settlement of the lawsuit. **[Action]**

C. IF CLOSED SESSION IS HELD, RECONVENE IN OPEN SESSION

1. Possible report on action taken in Closed Session pursuant to Government Code §54957.1(a)(3) and §54957.7(b), and San Francisco Administrative Code §67.12(b)(3).

2. Vote to elect whether to disclose any or all Closed Session discussions. **[Action]**

3. **ADJOURNMENT**

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*
No. 07-52

FIRE COMMISSION REGULAR MEETING

Thursday – October 25, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

70-23-0710-49 NEW

40-23-0710-36 AMM

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OCT 23 2007

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2. RETIREMENT CERTIFICATES *[Discussion]*

Reporting Awards of Honorable Service to the following members:

Rank and name	Type of Retirement	Years of Service	Retirement Date
Captain Alfred C. Rizotto	Service	30	June 27, 2007

3. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

4. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of September 27, 2007, and Special Meetings of October 9 (2:30 PM), October 11 (3:00 PM) and October 11, 2007 (4:00 PM).

Action to be taken: Approval of the minutes

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: soff@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(October 5, 2007 through October 18, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Matt McEnerey, inquiring about a career with SFFD. Copy: Commissioners, Chief of Department, and Personnel Analyst, Fire Exam Unit.
2. From Shawn Henderson, Administrative Assistant, BMS Communications, requesting a map indicating Fire Department underground facilities. Copy: Commissioners, Chief of Department, and Assistant Deputy Chief, Support Services
3. From an individual inquiring about civilian job opportunities with the Fire Department. Copy: Commissioners, Chief of Department and Department Personnel Officer.
4. From Anthony Turiello, Principal, Rescue Air Systems, regarding the air replenishment system and firefighter safe high-rise elevators. Copy: Commissioners, Chief of Department and Fire Marshal.
5. From "retire sffd", commenting on diversity in the San Francisco Fire Department. Copy: Commissioners and Chief of Department

6. SAN FRANCISCO FIREFIGHTERS IN SAFETY EDUCATION [Discussion]

Presentation by the Alisa Ann Ruch Burn Foundation recognizing the partnership of the SFFD with the San Francisco Firefighters in Safety Education (SFFISE) Program. The SFFISE Program provides fire and life safety education to school age children grades K-5.

7. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including budget, Divisions within the Department, status of the Fire Code legislation, and the EMS Reconfiguration.

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, on the FY 2007-08 Budget, Administrative Divisions and Facilities Maintenance.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries September 22, 2007 through October 5, 2007

b. Employee Actions

Reporting the following PROVISIONAL appointment effective OCTOBER 22, 2007:

1844 Senior Management Assistant
Wesley Pascal (vice: ASO Authorized)

Reporting that the following employee has passed probation:

H3 Level 2 Paramedic

Kelly, Timothy P., effective date: August 4, 2007

Retirements

Communication received from Retirement Board indicating the following member has retired:

Name	Rank	Years of Service	Type	Retirement Date
Christopher Curto	H-2	15	Disability	March 1, 2006

Retirement Certificate will be presented at the Fire Commission Meeting of November 20, 2007

Suspension

Reporting the following suspension:

No./Rank of Members	Unit	Days Suspended	Dates	Violation of
1 H3 Paramedic Level 2	M22	2	9/13/07 through 9/14/07	Sec. 3926 - Tardiness & Failure to Report

Resignation

Reporting resignation of Permanent H-3 Level 3 Firefighter Paramedic Virginia Dudley-Rock, effective September 29, 2007.

Leaves of Absence

Reporting leave of absence with pay for five days for Captain Jose Velo, from November 12-16, 2007, to attend the 2007 Fall Training symposium in Fresno, California. Registration and travel related expenses will be paid by the Department's Travel and Training Fund. Captain Velo will not be replaced.

Reporting leave of absence with pay for one day (24 hours) for Lieutenant Karen Heald, on November 16, 2007, to attend the California Fire Fighters Joint Appreciation Committee (CFFJAC) meeting, and, also, for one day leave on January 2, 2008 to attend the CFFJAC Commission to Recruit Women to the Fire Service in Sacramento, California. The Department will not incur any travel related costs. Lieutenant Heald will be backfilled for the above listed dates.

Reporting leave of absence with pay for three days for Paramedic Captain Robert Kuzma and Firefighter Paul Berry from October 16 through October 18, 2007 to meet with Mickey Truck and Ferrara Fire Apparatus in High Point, North Carolina, for a mid-construction inspection of the Incident Command Vehicle. All travel-related expenses are included in the grant funded purchase of the vehicle. Neither member will be replaced.

8. ADJOURNMENT

Fire Commission

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October 25, 2007

No. 07-42

MINUTES OF THE FIRE COMMISSION REGULAR MEETING

Thursday – October 25, 2007 – 6:00 p.m.

698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:00 PM

1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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Joanne Hayes-White

Chief of Department

Richard Kochevar

Deputy Chief, Operations

Gary Massetani

Deputy Chief – Administration

Assistant Deputy Chiefs – Staff

Patrick Casserly

Division of Airports

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Peter Howes	Division of Emergency Medical Services
Tom Siragusa	Division of Training
Robert Navarro	Division of Homeland Security
Barbara Schultheis	Fire Prevention & Investigation
Lorrie Kalos	Division of Support Services

Chief Officers – Firefighting Services

James Barden	Division 2
Art Kenney	Division 3

EMS Officers

Karl Sporer, M.D.	SFFD Medical Director
Sebastian Wong	Section Chief, Operations

2. RETIREMENT CERTIFICATES

Reporting Awards of Honorable Service to the following members:

Captain Alfred Rizotto, Service of 30 years, retired June 27, 2007. Chief Hayes-White reflected on Captain Rizotto's thirty year career and his many contributions to the Department. Captain Rizotto stated that he was proud to have served with the Department.

Public Comment – John Darmanin said that Captain Rizotto has a reputation for professionalism and that his experience will be missed.

2. PUBLIC COMMENT

John Darmanin spoke of attending a Board of Supervisors meeting regarding the Fire Code changes, including "firefighter-safe elevators" and the firefighter air supply system in high rises. He was pleased that both systems will remain as requirements in the Code but would like to see a back-up air supply system as well.

3. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of September 27, 2007, and Special Meetings of October 9 (2:30 PM), October 11 (3:00 PM) and October 11, 2007 (4:00 PM).

Commissioner Makras moved adoption of the Regular and Special Meetings of October 11 and the Special Meeting of October 9. He did not receive the September 27 minutes in his packet. Without objection, consideration of the September 27 minutes was put over to the next meeting.

Public Comment – John Darmanin spoke of the requirement of posting agendas at the Public Library. He questioned whether draft minutes should be posted 3 days in advance of the meetings as well.

Commissioner Lau seconded the motion and it was passed by a vote of 5-0 (Conroy, Lau, Nakajo, Clarke, Makras).

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]

(October 5, 2007 through October 18, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

- 1 From Matt McEnerey, inquiring about a career with SFFD. Copy: Commissioners, Chief of Department, and Personnel Analyst, Fire Exam Unit.
- 2 From Shawn Henderson, Administrative Assistant, BMS Communications, requesting a map indicating Fire Department underground facilities. Copy: Commissioners, Chief of Department, and Assistant Deputy Chief, Support Services
- 3 From an individual inquiring about civilian job opportunities with the Fire Department. Copy: Commissioners, Chief of Department and Department Personnel Officer.
- 4 From Anthony Turiello, Principal, Rescue Air Systems, regarding the air replenishment system and firefighter safe high-rise elevators. Copy: Commissioners, Chief of Department and Fire Marshal.
- 5 From "retire sffd", commenting on diversity in the San Francisco Fire Department. Copy: Commissioners and Chief of Department

PUBLIC COMMENT

John Darmanin spoke of a letter addressed by Anthony Turriello to the Board of Supervisors concerning firefighter elevators and the firefighter high rise air supply system. He expressed concern that complete information had not been presented to the Fire Commission and not all stakeholders had been consulted by the Department before the Commission voted on those matters.

6. SAN FRANCISCO FIREFIGHTERS IN SAFETY EDUCATION

Presentation by the Alisa Ann Ruch Burn Foundation recognizing the partnership of the SFFD with the San Francisco Firefighters in Safety Education (SFFISE) Program. The SFFISE Program provides fire and life safety education to school age children grades K-5.

Chief Hayes-White noted that the Department is fortunate to partner with the Alisa Ann Ruch Burn Foundation. This program involves firefighters who, on a voluntary basis, go to the schools and provide K through 5 curriculum in public schools and private schools, training and empowering young people, who in turn go home and train and teach their families and their parents to be more prepared in the event of a fire, having an escape plan and so forth.

Catie Heringer, the prevention coordinator for the Alisa Ann Ruch Burn Foundation, schedules the presentations with schools and is a contact for the schools. Some of the [components] of the curriculum include smoke detectors, what to do if you wake up and there is smoke in your room -- stay low and go, stop drop and roll and how to cool a burn. One of the most important components of the education is that the firefighters don all of their gear so the kids can see what they look like and also hear what they sound like, and have an opportunity to get very close to them and realize that they're not scary. If the children were to encounter a firefighter in their home, they would be able to crawl right up to them and they would know that that was someone who was there to save them.

Over the past four years, the Department and the Foundation have served about 20,000 students. Last year 7100 students in 37 schools were served. The goal for this coming year is to present the program in 40 schools. If there was unlimited funding, the Foundation would like to reach every school in the city. Information is provided to parents that is translated into six different languages. Educational materials are provided for the students, activity books, stickers, bookmarks, brochures for their parents, and then that important letter that goes home to the parents in a variety of different languages. Ms. Heringer wanted to recognize all of the firefighters who have helped make this a possibility because they are coming sometimes after a shift at work and they are probably ready to go on with their day and be away from work, but instead they come and offer up an hour of their time to give these presentations. More trainings are being offered for firefighters to participate in this program. The program has a website - Sffise.org

Chief Hayes-White recognized the following members who participated in this school year by name:

Manny Alvarenga	Steve Finnegan	Nicholas Payne
Brook Baker	Nancy Galvin	Jonathan Rider
Ramon Baretto, Jr.	Joe Giacomini	Dan Tauber
Heidi Barnett	Gil Intengan	Mike Tin
Eli Chan	Aisha Krieger	Mary Tse
David D'Amico	Marilyn Lum	Dave Waters
Manny Dacalanio	Tony Malloy	Carol Wyley-Wong
James Draper	John Manning	Daisy Yu
DeWayne Eckerdt	Denise Newman	
Amy Eng	Tom Oertli	

Public Comment - John Darmanin praised the work of the Alisa Ann Ruch Burn Foundation and recalled the good work of Johnny Voelker who had been very involved with the Foundation and its Camp Champ for children, in addition to the Toy Program.

1. Proposed FY 2008-09 Fire Department Capital Budget

Gary Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer, made the presentation on this topic to the Commission.

It was reported that the Mayor's Office had recently requested a submittal of information from the Department by November 1. The Department's final submittal is due January 1, 2008. Ms. Dawson reported that there are three different ways of submitting information. There is the renewal model in which the cost of continuing to maintain facilities at an acceptable level is listed.

Much of the information from last year was placed in a backlog, and because it was in the backlog it wasn't being properly counted. So everything is now moved out of backlog and into the model. Advantage has been taken of the facility inspections that were done and the continued attention that has been paid to the facilities to make the model much more accurate in terms of what facilities

need to be done when, based on the conditions that are now known.

For those facilities that are in better shape, renewal timetables have been adjusted back and others that are in poorer condition the timetables have been pulled forward. This has been done to try to come up with a renewal figure for each facility that is a lot more accurate than last year. Work has been done on the renewal model to provide much greater detail.

In addition, the capital planning group has requested that information be entered into what is described as an enhancement system. Enhancements are big new projects. An example of an enhancement on the last capital budget is the work to Station 35 and Pier 22 1/2. The potential AWSS bond that is still working its way through the planning stage is considered an enhancement, as is the Mission Bay fire station. Examples of particular components were provided.

The capital program is advising that the Department should be considering certain items as maintenance items, rather than renewal. Therefore some facility maintenance costs will be placed in the upcoming annual budget that hasn't been there before. If these items are not going to be part of the capital process then they need to be part of the annual process. This would include things like the certification book, one year and three year for underground storage tanks, and exterior painting which is not included in renewal. Finally, an assessment needs to be made of where to go first on these items.

A discussion ensued with the Commissioners commenting and asking questions. It was agreed that the matter will be discussed at future Commission meetings prior to the January 1, 2008 submittal deadline.

There was not public comment.

8. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including budget, Divisions within the Department, status of the Fire Code legislation, and the EMS Reconfiguration.

The Chief reported that on October 22 Assistant Deputy Chief Barbara Schultheis, accompanied by Deputy Chief Kochevar and Captain Tom Harvey, presented the Fire Code proposed amendments to the Board of Supervisors. Commissioner Makras attended in support of the Department's position. The Land Use Committee voted unanimously to send the fire code as well as the elevator ordinance language forward. The fire code will be moving forward with an approved air replenishment system. This comes from some of the concern that was heard related to firefighter safety and having an option of air system in place in high-rises.

The Chief attended the Urban Fire Forum in Boston, hosted by the National Fire Protection Association. This was very valuable, involving a discussion of emerging issues in the fire service related to training, grants, mutual aid, firefighter fatalities, and the Department's random drug and alcohol

testing program and the overall drug policy. Many departments do not have those drug policy provisions in place. The Chief was asked several times for a copy of the Department's policy. The Mayor of Boston requested a copy of the policy. The National Fire Protection Association is also looking very closely at the Department's policy and the testing products that the Department uses.

The Chief has been appointed as a member of the National Advisory Council to FEMA, a group constituted to advise and guide the FEMA director in his role responding to disasters. The Chief feels honored to be serving on this body and believes that it is good for the Department and the City to be able to glean information related to natural and manmade disasters, and be involved with that type of guidance and advice to FEMA.

The NERT drills that took place in various parts of the city on October 13 went well. Fire Prevention Week firehouse open houses took place on the 13th of October. A number of people visited 42 different facilities, taking a tour of the station and having their blood pressures checked.

On October 17, the 18th anniversary of Loma Prieta, Deputy Chief of Operations, Chief Kochevar directed a recall drill for Department personnel, with a goal of contacting off-duty members and determining if they are able to respond within a 12-hour period of time. 72 percent were able to be contacted -- a good result.

The Department is planning for Halloween and will be prepared in all areas of the city, particularly in the Castro District. The Chief felt that through planning and communication with the Department's partners in the various departments -- the sheriff's department, police department, DPW, and the mayor's office, as well as Supervisor Dufty's office -- that the Department will be prepared to respond to any emergency that night.

The Department is continuing in the planning phases of the H20 lieutenant and H40 battalion chief examinations. The goal is to administer the Battalion Chief examination in the end of March, with a May timeframe to begin the H20 Lieutenant process. There is also a goal to have the manuals updated and the rules and regulations updated at least 60 days prior to the administration of the Battalion Chiefs Exam.

The Chief announced the good work of the arson unit, which teamed with the SFPD members, resulted in an arrest made in the Good Shepherd Convent arson.

The Department received a request for assistance to deploy resources to Southern California. A strike team, five engines staffed with four personnel -- an officer and three firefighters, totaling 20, led by a strike team leader, was deployed. Assistant Chief Frank Cardinale as the team leader and Battalion Chief David Franklin as the trainee were deployed on Sunday. A partial team, led by Assistant Deputy Chief Tom Siragusa, consisting of three engines were also deployed. An additional engine from Marin and one from San Mateo County made for the deployment of a full strike team. The Chief explained that she made the decision not to deploy a full five-engine strike team because of a concern that adequate resources be maintained to respond to emergencies in the City.

It was reported that when Chief Cardinale's strike team was on its way down it was able to supply water to another engine that had run out of water and make a fire stop. A member of Chief Siragusa's crew, Firefighter Gary Altenberg, a mechanical specialist with the Department's Bureau of Equipment was able to troubleshoot a problem which another department's vehicle was having and get it up and running again within an hour's time. The Chief is proud of all the members who are in Southern California helping to fight the wildfires. An email was received from a Southern California resident as follows: "...I saw a bunch of fire trucks from San Francisco rolling down the freeway in the direction of the fire zone. I just wanted to say thank you so much to the San Francisco fire department for coming down here to help us. We desperately need the help, and you will never know how much we appreciate what your fire department is doing for us. Please pass my thanks along to your department. Words could never properly express what I felt when I saw them coming to our aid, but I wanted to send an email anyway, just to try."

Chief Massetani provided an update from Administration. A discussion followed with Commissioners commenting, asking questions and members of the administration responding.

There was no public comment.

PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries September 22, 2007 through October 5, 2007

b. Employee Actions

Reporting the following PROVISIONAL appointment effective OCTOBER 22, 2007:

1844 Senior Management Assistant

Wesley Pascal (vice: ASO Authorized)

Reporting that the following employee has passed probation:

H3 Level 2 Paramedic

Veronica Riddick, effective date: August 4, 2007

Retirements

Communication received from Retirement Board indicating the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Years of Service</i>	<i>Type</i>	<i>Retirement Date</i>
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Christopher Curto

H-2

15

Disability

March 1, 2006

*Retirement Certificate will be presented at the Fire Commission Meeting of November 20, 2007*Suspension

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H3 Paramedic Level 2	M22	2	9/13/07 through 9/14/07	Sec. 3926 - Tardiness & Failure to Report

Resignation

Reporting resignation of Permanent H-3 Level 3 Firefighter Paramedic Virginia Dudley-Rock, effective September 29, 2007.

Leaves of Absence

Reporting leave of absence with pay for five days for Captain Jose Velo, from November 12-16, 2007, to attend the 2007 Fall Training symposium in Fresno, California. Registration and travel related expenses will be paid by the Department's Travel and Training Fund. Captain Velo will not be replaced.

Reporting leave of absence with pay for one day (24 hours) for Lieutenant Karen Heald, on November 16, 2007, to attend the California Fire Fighters Joint Appreciation Committee (CFFJAC) meeting, and, also, for one day leave on January 2, 2008 to attend the CFFJAC Commission to Recruit Women to the Fire Service in Sacramento, California. The Department will not incur any travel related costs. Lieutenant Heald will be backfilled for the above listed dates.

Reporting leave of absence with pay for three days for Paramedic Captain Robert Kuzma and Firefighter Paul Berry from October 16 through October 18, 2007 to meet with Mickey Truck and Ferrara Fire Apparatus in High Point, North Carolina, for a mid-construction inspection of the Incident Command Vehicle. All travel-related expenses are included in the grant funded purchase of the vehicle. Neither member will be replaced.

The meeting was adjourned at 9 p.m.

Fire Commission

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November 1, 2007 (Special Meeting) CANCELLED

FIRE COMMISSION SPECIAL MEETING

Thursday, November 1, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 07- 3: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES *[Action item]* (Continued from 7/10/07, 7/12/07, 10/15/07 and 10/17/07)

On June 4, 2007 Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Daniel Boreen with misconduct and violation of Department Rules and Regulations as follows:

- Article 3918 - Unauthorized Leaves of Absence & Abandonment of Employment
- Article 3923 - Disobedience
- Article 3924 - Insubordination
- Article 3926 - Tardiness and Failure to Report

A. Public Comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

B. Votes on closed session:

- (1) Whether to hold the hearing on the verified complaint in closed session **[Action]**
- (2) Whether to conduct deliberations in closed session **[Action]**

C. Hearing and Deliberations

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and possible action on charges (in open or closed session, per the Commission's vote) **[Discussion and Possible Action]**

D. If closed session is held, reconvene in open session

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Monday, November 5, 2007, 4:30 PM

698 Second Street, Room 221, San Francisco, California 94107

AGENDA

Item
No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. PUBLIC EMPLOYEE APPOINTMENT/HIRING: CLASS 2233 SUPERVISING PHYSICIAN SPECIALIST *[Discussion and Possible Action]*

Deliberations regarding the selection and appointment of a Class 2233 Supervising Physician Specialist to serve as the Fire Department Physician. The meeting may be held in closed session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2 (including any comment pertaining to the selection and appointment for the Fire Department Physician position or whether to hold the meeting in closed session).

B. Vote on whether to hold the meeting in closed session. *[Action]*

C. Deliberations to select a candidate or take other action (in open or closed session, per the Commission's vote). *[Discussion and Possible Action]*

D. If closed session is held, reconvene in open session.

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

(2) Vote to elect whether to disclose any or all closed session discussions. *[Action]*

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Monday, November 5, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 07- 5: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES *[Action item]*

On July 27, 2007, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Timothy Gutierrez with misconduct and violation of Department Rules and Regulations as follows:

- General Order 04 A-56 – Disciplinary Procedures for Members with Expired EMT Certificates and Paramedic Licenses

A. Public Comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

B. Votes on closed session:

- (1) Whether to hold the hearing on the complaint in closed session *[Action]*
- (2) Whether to conduct deliberations in closed session *[Action]*

C. Hearing and Deliberations

- (1) Hearing on charges (in open or closed session, per the Commission's vote)
- (2) Deliberations and possible action on charges (in open or closed session, per the Commission's vote) *[Discussion and Possible Action]*

D. If closed session is held, reconvene in open session

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

(2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. ADJOURNMENT



FIRE COMMISSION SPECIAL MEETING

Thursday, November 8, 2007- 4:00 PM

698 Second Street, Room 101, San Francisco, CA 94107

AGENDA

1. ROLL CALL

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President Paul A. Conroy
 Vice President George Lau
 Commissioner Stephen A. Nakajo
 Commjssioner Clem Clarke
 Commissioner Victor Makras

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2. CASE NO. 07- 6: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS AND DECISION ON THE COMPLAINT OR OTHER ACTION ON CHARGES [Action] (Continued from 9/13/07)

Hearing on employee discipline charges, including Commission deliberations and possible approval of a proposed agreement or other action on the charges, concerning a verified complaint filed by Chief of Department Joanne Hayes-White against Firefighter David Chavez dated August 9, 2007 for violation of the Rules and Regulations as follows:

Section 2805 - Leadership
 Section 2808 - Welfare of Subordinates
 Section 3922 - Acts Detrimental to the Welfare of the Department

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the complaint; whether to hold the hearing on the complaint in closed session; and whether to conduct deliberations in closed session

B. Vote on Closed Sessions

- (1) Whether to hold the hearing on the complaint in closed session [Action]
- (2) Whether to conduct deliberations in closed session [Action]

C. Hearing and Deliberations

- (1) Hearing on the complaint (in open or closed session, per the Commission's vote)
- (2) Deliberations and possible action on the complaint (in open or closed session, per the Commission's vote) [Discussion and Possible Action]

D. If closed session is held, reconvene in open session

- (1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)
- (2) Vote to elect whether to disclose any or all closed session discussions [Action]

3. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-44

FIRE COMMISSION REGULAR MEETING

Thursday, November 8, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Chief of Department Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Action]*

Regular Meetings of September 27, 2007 and October 11, 2007, and Special Meeting of October 25, 2007

Action to be taken: Approval of the minutes

4. COMMUNICATIONS RECEIVED BY COMMISSION *[Discussion]*

(October 19, 2007 through November 1, 2007)

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San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Thomas Gille, Chief Operating Officer, CAC Real Estate Management Company, commending Inspector Micki Jones for an excellent job regarding a life safety training session for Rincon Center. Copy: Commissioners, Chief of Department, and Fire Marshal
2. From Martin Kuepker, praising the NERT program and requesting that funding be maintained for the program since it is critical for a response to a major disaster. Copy: Commissioners, Chief of Department, and Deputy Chief, Administration.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including budget, Divisions within the Department, the EMS Reconfiguration and discussion of the Commission Special Meeting (December 3, 2007) regarding EMS.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, reporting on overall operations during the period of October 10, 2007 through November 6, 2007

REPORTS

a. Division of Fire Prevention and Investigation

Submitting monthly activity report from the Division of Fire Prevention and Investigation for the month of October 2007

b. Physician's Report

Submitting biweekly report from Fire Department Physician concerning disability injuries, October 6, 2007 through October 20, 2007.

c. Employee Actions

Reporting the following PROVISIONAL appointment effective October 22, 2007:

1844 Senior Management Assistant
Wesley Pascal (vice: ASO Authorized)

Reporting that the following employee has passed probation:

1652 Senior Accountant
Liu, Yan Fen, effective date: October 16, 2007

Retirements

Communication received from Retirement Board indicating the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Years of Service</i>	<i>Type</i>	<i>Retirement Date</i>
Pasquinelli, Richard D.	H2	33	Service	August 18, 2007
Scobie, Darryl J.	H2	26	Service	October 1, 2007
Curto, Christopher	H2	15	Disability	March 1, 2006

Retirement Certificate will be presented at Fire Commission Meeting of December 13, 2007

Resignation

Reporting resignation of Permanent H1 Fire Rescue Paramedic Anna Herlitz effective August 30, 2007.

Reporting resignation of Permanent H3 Level 3 Firefighter Paramedic Virginia Dudley Rock effective September 29, 2007.

Suspensions

Reporting the following suspension:

<i>No./Rank of Members</i>	<i>Unit</i>	<i>Days Suspended</i>	<i>Dates</i>	<i>Violation of</i>
1 H2 Firefighter	Truck 2	2	10/6/07 & 10/7/07	Sec. 3926 - Tardiness & Failure to Report

Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from October 2006 through January 2008

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
14	H2 Firefighter	264
1	H30 Captain	10
	Total Number of Days with Pay	274

Submitting requests for intermittent leaves with pay for the time period from October 2006 through January 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of Leave</i>
1	H2 Firefighter	Oct 28, 2006 – Oct 27, 2007
1	H2 Firefighter	Oct 22, 2006 – Oct 22, 2007
1	H2 Firefighter	Oct 13, 2006 – Oct 13, 2007
1	H2 Firefighter	Nov 7, 2006 – Nov 7, 2007
1	H2 Firefighter	Jan 1, 2007 – Dec 31, 2007
1	H2 Firefighter	Jan 19, 2007 – Jan 19, 2008
1	H3 Firefighter/Paramedic	Oct 24, 2006 – Oct 23, 2007
1	H3 Firefighter/Paramedic	Jan 16, 2007 – Jan 15, 2008
1	H3 Firefighter/Paramedic	Nov 6, 2006 – Jan 31, 2007

Leaves without Pay

Submitting requests for leaves of absence without pay for Nov, 2006 through Jan, 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	H3 Firefighter/Paramedic	36
	Total number of Days w/o Pay	36

6. ADJOURNMENT

Fire Commission

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November 8, 2007

SAN FRANCISCO



FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING

Thursday, November 8, 2007 – 6:00 p.m.

698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by president Conroy at 6:00 PM.

1. ROLL CALL

President	Paul A. Conroy	present
Vice President	George Lau	present
Commissioner	Stephen A. Nakajo	present
Commissioner	Clem Clarke	excused
Commissioner	Victor Makras	present

Chief of Department	Joanne Hayes-White	present
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2. PUBLIC COMMENT

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President Conroy called for public comment. Three members of the public approached.

Tom O'Connor, member of Local 798, spoke on behalf of Paramedic Veronica Riddick. He commented on the discipline imposed by the Chief for an accident that occurred while Paramedic Riddick was driving an ambulance.

John Hanley, President of Local 798, voiced his opinion regarding the Department's policy on intersection accidents.

Veronica Riddick, H3 Level II, spoke about her suspension and the impact it would have on her children.

President Conroy called for further public comment. No one approached. President Conroy closed public comment.

3. APPROVAL OF THE MINUTES

Regular Meetings of September 27, 2007 and October 11, 2007, and Special Meeting of October 25, 2007

President Conroy called for public comment on the minutes. There were none. Vice President Lau moved to accept the minutes as presented. Commissioner Makras seconded. The minutes were accepted with a 4 – 0 vote of 'Aye'.

4. COMMUNICATIONS RECEIVED BY THE COMMISSION

Commissioner Conroy called for public comment on communications received by the Commission. No one approached. Commissioner Conroy closed public comment on this Agenda Item.

5. CHIEF OF DEPARTMENT'S REPORT

Chief Hayes-White commented on the Fire Department's edict of *Everyone Goes Home*, to highlight firefighter safety. The Chief commented on the excellent job the Division of Training has done.

The Chief emphasized that wearing seat belts is not an option. Seat belts must be worn whenever a Department vehicle is in operation. She also stated that she understands and recognizes that a

suspension creates a hardship on an employee. But the hope is that performance and behavior will change and that everyone will get off shift safely and will return safely to their homes.

The Chief reiterated her unwavering pride and faith in her Department, her administration and her employees.

Chief Hayes-White spoke about the Strike Teams that went to Southern California two weeks prior. One Strike Team was led by Division Chief Frank Cardinale and Battalion Chief Dave Franklin. The other Strike Team was led by Assistant Deputy Chief Tom Siragusa and Lieutenant Brian Rubenstein. She recognized Chiefs Siragusa and Cardinale, as well as Chief Franklin, all of whom were in the audience.

The Department has received many commendations and calls of thanks for the actions, dedication and professionalism of the Strike Teams. The Chief thanked both Team Leaders.

The Mayor's State of the City address was on October 29, attended by the Chief and both Deputies. The Mayor presented many ideas, thoughts and directions for San Francisco in the next four years.

The Chief acknowledged the efforts of Deputy Chief Kochevar and Assistant Deputy Chief Pete Howes in their planning for the Halloween event in the Castro.

The Chief reported that that H-40 Battalion Chief exam and H-20 Lieutenant exam remain on track for the end of March and the beginning of May, respectively. Jesusa Bushong and her team are working diligently on those exams.

A Battalion Chief has been selected to work with Human Resources and the Exam Unit as a subject matter expert on both these tests. The Chief will announce her selected officer shortly.

The Chief announced that the promotional ceremony for the H-30 Captains will be held at Riordan High School on November 20.

The Chief spoke of the collision between the Cosco Busan freighter and the D-Tower of the Bay Bridge. The collision caused no structural damage to the bridge but a very large spill of oil leaked from the damage. The Coast Guard is working with the California Department of Fish & Game to contain and mitigate the effects of the spill.

The Coast Guard has also closed certain beaches as a precaution for public health concerns, including Baker Beach, Crissy Field, China Beach, Fort Point, and Kirby Cove in Marin County. They expect this to be about a two-week operation to mitigate some of the oil that's on the bay.

The Mayor's Office has issued press releases with newly updated information related to the oil spill. The Department participated in conference calls with other interested or pertinent agencies including City agencies as well as Fish and Game and the Coast Guard.

The Chief commented on the selection process for Department Physician and hoped that the process would be completed soon.

The Chief added that the Board of Supervisors unanimously passed the Fire Code in its entirety on Tuesday, November 6.

The ninth annual Technologies for Critical Incident Preparedness is in town and the Chief stated that it was a great demonstration, a floor with all kinds of different technologies related to responding to incidents for the public safety and public protection sector.

Chief Kochevar presented the Department's Operations report.

There were two Greater Alarms during the reporting period, 162 Taylor and 1632 Mason Street. There were no injuries or fatalities.

Chief Kochevar noted that Halloween night went smoothly. He spent all night out at Pier 96, which was the Citywide command with the police and other agencies.

On October 13, Chief Kochevar attended a Mass Casualty Drill, which simulated a train derailment with upwards of 500 people on the train. The Department established and evaluated unified command, intercommunications, onsite management, and pre-hospital treatment.

Pier Safe was an event held on October 17 at Fisherman's Wharf. NERT representatives were there and the emphasis was on bringing neighborhoods together and preparing for disaster.

On October 16 the Department conducted an emergency duty recall notification drill. It went very well. Companies called or notified their off duty members and more than 72 percent of the suppression members responded back by phone saying they could return within a 12-hour period of time. Fire Prevention had 92 percent of their members available to report to duty. Employees who did not report either did not have an answering machine or did not answer the phone.

Chief Kochevar commended members of the Department who had participated in the Southern California wildfire Task Forces. He pointed out San Francisco firefighters, one of whom was a vehicle specialist at BOE, who were able to effect repairs on a Marinwood Fire Department apparatus that had mechanical problems while en route South.

EMS Chief Pete Howes spoke of the dynamic posting plan and the movement of ambulance resources around the City.

Commissioner Nakajo spoke of his feelings for the members of the dynamic fleet, those who do not have a station to go to. He commented on their dedication and professionalism, that they post on street corners, sometimes in areas without even a bathroom.

Commissioner Conroy voiced his interest in touring Station 70. ADC Howes invited him and all the Commissioners to visit the facility any time.

Assistant Deputy Chief Thomas Siragusa spoke of his experiences in Southern California. Chief Siragusa noted the state of California should be proud of its mutual aid system. There is no other system in the world that rivals moving 15,000 firefighters nearly 3,000 fire engines in a three- or four-day period. And the job is not just the fighting fires; it's facilities, feeding, bathing, and providing for the comfort of the responding firefighters. Chief Siragusa stated that just five short years ago, Strike Teams had no interoperability with those from different jurisdictions, and insufficient shelters. Today, all services were provided and everything went as well as it could.

Division Chief Frank Cardinale stated that he was personally very proud to have led the members of his Strike Team. He cited an example of his personnel coming off a 24-hour shift on the fireline and even before eating or taking showers, they made sure to clean their equipment, sharpen axes, restock and prepare their vehicles.

Battalion Chief Dave Franklin was the Strike Team Leader trainee on Chief Cardinale's force and he echoed Cardinale's sentiments.

Chief Hayes White mentioned that just the week before, retired Battalion Chief Al Lambrechts passed away. His son is Captain Jim Lambrechts, who works at Station 17. The Chief mentioned that Chief Lambrechts taught her the three Fs and that she remembered that lesson every day: Be Fair, be Firm and be Friendly.

The Chief asked that the meeting be adjourned in Chief Lambrechts' memory.

Commissioner Conroy closed the meeting in memory of Battalion Chief Al Lambrechts.

The meeting adjourned at 8:30 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Wednesday, November 14, 2007 - 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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2. CASE NO. 07- 3: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS, OR OTHER ACTION ON CHARGES *[Action item]* (Continued from 7/10/07, 7/12/07, 10/15/07, 10/17/07 and 11/1/07)

On June 4, 2007 Chief of Department Joanne Hayes-White filed a verified complaint with the Commission, charging Firefighter Daniel Boreen with misconduct and violation of Department Rules and Regulations as follows:

- Article 3918 - Unauthorized Leaves of Absence & Abandonment of Employment
- Article 3923 - Disobedience
- Article 3924 - Insubordination
- Article 3926 - Tardiness and Failure to Report

a. Public Comment on Special Meeting Agenda Item and possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

b. Votes on closed session:

- (1) Whether to hold the hearing on the verified complaint in closed session *[Action]*
- (2) Whether to conduct deliberations in closed session *[Action]*

c. Hearing and Deliberations

- (1) Hearing on charges (in open or closed session, per the Commission's vote)

(2) Deliberations and possible action on charges (in open or closed session, per the Commission's vote) ***[Discussion and Possible Action]***

d. If closed session is held, reconvene in open session

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

(2) Vote to elect whether to disclose any or all closed session discussions ***[Action]***

3. ADJOURNMENT

Fire Commission

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November 14, 2007 (Special Meeting 5:30 PM)

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Wednesday, November 14, 2007, at 5:30 p.m.

698 Second Street, Room 221, San Francisco, CA 94107

1. On ROLL CALL -

President	Paul A. Conroy	Present
Vice President	George Lau	Present
Commissioner	Victor Makras	Present
Commissioner	Stephen A. Nakajo	Present
Commissioner	Clem Clarke	Excused

Also present --

Joanne Hayes-White, Chief of Department
 Gina Roccanova, Deputy City Attorney, Labor Team, Counsel to the Department
 Firefighter Daniel Boreen, Representing Himself
 John Darmanin, Co-Counsel to Daniel Boreen
 Paul Zarefsky, Deputy City Attorney, Government Team, Counsel to the Commission
 Andy Zanoft, Acting Secretary to the Commission

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2. CASE NO. 07-3: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS AND DECISION ON THE COMPLAINT OR OTHER ACTION ON CHARGES

A.

Public comment was presented by John Darmanin,, raising concern that a complaint is pending at the city's sunshine task force complaint committee, alleging that Mr. Boreen has not received all materials requested for this hearing; and raising concern about the commission's limitation on the number of witnesses permitted to testify in this hearing.

B.

(1) *There was no motion or request on behalf of Firefighter Boreen or by anyone elseto conduct the evidentiary hearing in closea session, and no vote.*

(2) *Pursuant to motion and unanimous vote of the Commissioners present (4-0), the Commission's deliberations on the case were*

conducted in closed session .

C.

- (1) *The Commission's evidentiary hearing with the parties present, was conducted in open session.*
- (2) *The Commission's deliberations following completion of the evidentiary hearing, were conducted in closed session.*

D.

- (1)
President Conroy reported that by unanimous vote of Commissioners present (4-0), Firefighter Daniel Boreen was found guilty of violating Department Rules and Regulations Article 3918 - Unauthorized Leaves of Absence and Abandonment of Employment, Article 3923 - Disobedience, Article 3924 - Insubordination, and Article 3926 - Tardiness and Failure to Report.

President Conroy further reported that as penalty for these violations, by unanimous vote of commissioners present (4-0), the Commission terminated Firefighter Boreen's employment with the Department effective November 14, 2007.

Department Counsel was instructed to prepare and submit proposed Findings of Fact to the Commission within 15 days, with concurrent service on the opposing party; Mr. Boreen or his representative may submit any objections or propose alternative Findings of Fact to the Commission within 15 days after Department Counsel's submittal.

(2)

The Commissioners present unanimously voted (4-0) not to disclose any discussion from Commission deliberations.

3. ADJOURNMENT

The meeting was adjourned at 12:15 AM, November 15, 2007





FIRE COMMISSION SPECIAL MEETING

Tuesday, November 20, 2007- 2:00 PM

698 Second Street, Room 101, San Francisco, CA 94107

AGENDA

11-13-07F03 11 RCVD

1. ROLL CALL

President Paul A. Conroy
 Vice President George Lau
 Commissioner Stephen A. Nakajo
 Commissioner Clem Clarke
 Commissioner Victor Makras

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2. CASE NO. 07- 6: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS AND DECISION ON THE COMPLAINT OR OTHER ACTION ON CHARGES [Action] (Continued from 9/13/07 and 11/8/07)

Hearing on employee discipline charges, including Commission deliberations and possible approval of a proposed agreement or other action on the charges, concerning a verified complaint filed by Chief of Department Joanne Hayes-White against Firefighter David Chavez dated August 9, 2007 for violation of the Rules and Regulations as follows:

Section 2805 - Leadership
 Section 2808 - Welfare of Subordinates
 Section 3922 - Acts Detrimental to the Welfare of the Department

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b)

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the complaint; whether to hold the hearing on the complaint in closed session; and whether to conduct deliberations in closed session

B. Vote on Closed Sessions

- (1) Whether to hold the hearing on the complaint in closed session [Action]
- (2) Whether to conduct deliberations in closed session [Action]

C. Hearing and Deliberations

- (1) Hearing on the complaint (in open or closed session, per the Commission's vote)
- (2) Deliberations and possible action on the complaint (in open or closed session, per the Commission's vote) [Discussion and Possible Action]

D. If closed session is held, reconvene in open session

(1) Report any action taken in closed session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

(2) Vote to elect whether to disclose any or all closed session discussions **[Action]**

3. ADJOURNMENT

Fire Commission

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November 20, 2007 (Special Meeting 2:00 PM)

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Tuesday, November 20, 2007, at 2:00 p.m.

698 Second Street, Room 221, San Francisco, CA 94107

1. On ROLL CALL -

Commission President	Paul A. Conroy	Present
Vice President	George Lau	Present
Commissioner	Stephen A. Nakajo	Present
Commissioner	Clem Clarke	Excused
Commissioner	Victor Makras	Present

Also present --

Joanne Hayes-White, Chief of Department

Gina Roccanova, Deputy City Attorney, Labor Team, Counsel to the Department

John Prentice, Esq., Counsel to Firefighter David Chavez

Firefighter David Chavez

Marie C. Blits, Deputy City Attorney, Government Team, Counsel to the Commission

Andy Zanooff, Acting Secretary to the Commission

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2. CASE NO. 07-6: HEARING ON VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT, INCLUDING POSSIBLE DELIBERATIONS AND DECISION ON THE COMPLAINT OR OTHER ACTION ON CHARGES

A.

There was no public comment.

B.

John Prentice, Counsel to Firefighter Chavez, requested a closed session hearing. Without objection, the Commission moved into closed session hearing at 2:05 PM, by unanimous vote of Commissioners present (3-0).

C.

The Commissioners present conducted a closed session hearing with the parties, and closed session deliberations.

D.

(1)

President Conroy reported that Firefighter Chavez had pled Guilty to violation of Department Rules and Regulations Sections 2805, 2808, and 3922, based on some but not all of the facts alleged; that the Commissioners present unanimously voted (3-0) to accept the Stipulation proposed by the parties; and that the Stipulation includes imposition of a 30-day suspension (19 days of which has already been served), provision that all determinations of station assignments for Firefighter Chavez will be at the discretion of the Chief of Department for three years, and prohibition against assignment above the rank of Firefighter for three years. President Conroy also reported that other terms of the Stipulation give additional assurance to the Commission that steps are being taken to address issues raised.

(2)

The Commissioners present unanimously voted (3-0) not to disclose any discussion held in closed session hearing with the parties, and not to disclose any discussion from Commission deliberations.

3. ADJOURNMENT

The meeting was adjourned at 3 PM



FIRE COMMISSION SPECIAL MEETING

November 20, 2007 – 3:00 PM

698 Second Street, Room 221, San Francisco, California 94107

AGENDA

11-13-07P03:10 RCVL

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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Conference with City Attorney to discuss pending litigation and proposed settlement: *Kelly, et al. v. City and County of San Francisco, et al.*, U.S.D.C. N.D. Cal. Case No. 05-1287 Sl.; Action filed: Feb. 25, 2005; possible vote to recommend that the San Francisco Board of Supervisors approve settlement of the lawsuit. This item may be heard in Closed Session pursuant to Government Code §54956.9(a) and San Francisco Administrative Code §67.10(d).

A. PUBLIC COMMENT ON SPECIAL MEETING AGENDA ITEM; POSSIBLE CLOSED SESSION

1. Public Comment on Agenda Item No. 2, including, if there is a motion to go into Closed Session, public comment on whether to go into Closed Session
2. If there has been a motion to go into Closed Session: Vote on whether to hold Closed Session to confer with legal counsel. [*Action*]

B. CONFERENCE AND POSSIBLE ACTION, OPEN SESSION OR CLOSED SESSION

1. Conference with City Attorney regarding pending litigation and proposed settlement.
2. Possible vote to recommend that the San Francisco Board of Supervisors approve settlement of the lawsuit. [*Action*]

C. IF CLOSED SESSION IS HELD, RECONVENE IN OPEN SESSION

1. Possible report on action taken in Closed Session pursuant to Government Code §54957.1(a)(3) and §54957.7(b), and San Francisco Administrative Code §67.12(b)(3).
2. Vote to elect whether to disclose any or all Closed Session discussions. [*Action*]

3. ADJOURNMENT

Fire Commission

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November 20, 2007 (Special Meeting 3:00 PM)

SAN FRANCISCO FIRE COMMISSION

MINUTES

FIRE COMMISSION SPECIAL MEETING

Tuesday – November 20, 2007 – 3:00 p.m.

698 Second Street, Room 221, San Francisco, CA 94107

President Conroy called the meeting to order at 3:05 p.m.

1. ROLL CALL

President	Paul A. Conroy	present
Vice President	George Lau	present
Commissioner	Stephen A. Nakajo	present
Commissioner	Clem Clarke	excused
Commissioner	Victor Makras	present

Also Present:

Gary Massetani, Deputy Chief of Administration

Jonathan Rolnick, Deputy City Attorney

Katie Porter, Deputy City Attorney

Andy Zanoft, Acting Commission Secretary

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Deputy Chief Massetani and Deputy City Attorneys Rolnick and Porter attended the closed session to assist the Commission in its discussions and possible action on the pending litigation matter on its agenda.

2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Discussion and Possible Action]

Conference with City Attorney to discuss pending litigation and proposed settlement: Kelly, et al. v. City and County of San Francisco, et al., U.S.D.C. N.D. Cal. Case No. 05-1287 SI; Action filed: Feb. 25, 2005; possible vote to recommend that the San Francisco Board of Supervisors approve settlement of the lawsuit. This item may be heard in Closed Session pursuant to Government Code §54956.9(a) and San Francisco Administrative Code §67.10(d).

A. PUBLIC COMMENT ON SPECIAL MEETING AGENDA ITEM; POSSIBLE CLOSED SESSION

1. *Public Comment on Agenda Item No. 2, including, if there is a motion to go into Closed Session, public comment on whether to go into Closed Session*

The Agenda item was called. President Conroy called for Public Comment. No one approached. President Conroy closed public comment.

2. *If there has been a motion to go into Closed Session: Vote on whether to hold Closed Session to confer with legal counsel. [Action]*

Vice President Lau made a motion to go into closed session. Commissioner Nakajo seconded the motion. All Commissioners present agreed in a unanimous vote of 4 – 0 'Aye'.

Commission President Conroy verbally gaveled the meeting into Closed Session at 3:10 p.m.

B. CONFERENCE AND POSSIBLE ACTION, Closed Session

1. *Conference with City Attorney regarding pending litigation and proposed settlement.*
2. *Possible vote to recommend that the San Francisco Board of Supervisors approve settlement of the lawsuit. [Action]*

C. IF CLOSED SESSION IS HELD, Reconvene in Open Session

President Conroy verbally gaveled the meeting into Open Session at 3:55 p.m.

1. *Possible report on action taken in Closed Session pursuant to Government Code §54957.1(a)(3) and §54957.7(b), and San Francisco Administrative Code §67.12(b)(3).*

2. *Vote to elect whether to disclose any or all Closed Session discussions. [Action]*

Vice President Lau moved to not disclose any Closed Session discussions; Commissioner Nakajo seconded. All Commissioners present agreed in a unanimous vote of 4 – 0 'Aye'.

3. ADJOURNMENT

President Conroy adjourned the meeting at 4:00 PM.



FIRE COMMISSION SPECIAL MEETING

Tuesday, November 20, 2007 - 4:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

11-13-07P03-10 RCVD

Item No.

1. ROLL CALL

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President Paul A. Conroy
 Vice President George Lau
 Commissioner Stephen A. Nakajo
 Commissioner Clem Clarke
 Commissioner Victor Makras

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2. CASE NO. 07-1: CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT [Action]

Commission Deliberations and possible approval of Findings of Fact in a case concerning a verified complaint filed with the Commission by Joanne Hayes-White, Chief of Department, on January 25, 2007, charging H50 Assistant Chief Aaron Stevenson with misconduct and violation of Department Rules and Regulations as follows:

- Section 3922 - Acts Detrimental to the Welfare of the Department
- Civil Service Commission: Rule 311: 311.7.3 - Confidentiality of Examination Questions

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item

Members of the public may comment on all matters pertaining to Agenda Item No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on Findings of Fact in Closed Session. [Action]

C. Deliberations and Possible Action

1. Deliberations and possible action on Findings of Fact (in open or closed session, per the Commission's vote) [Action]

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). **[Action]**

3. **ADJOURNMENT**

Fire Commission

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November 20, 2007 (Special Meeting 4:00 PM)

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Tuesday, November 20, 2007, at 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

1. On ROLL CALL-

Commission President	Paul A. Conroy	Present
Vice President	George Lau	Present
Commissioner	Clem Clarke	Present
Commissioner	Victor Makras	Present
Commissioner	Stephen A. Nakajo	Excused

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Also present --

Marie C. Blits, Deputy City Attorney, Government Team, Counsel to the Commission
 Andy Zanoft, Acting Secretary to the Commission

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2. CASE NO. 07-1: CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT

Commission Deliberations and possible approval of Findings of Fact in a case concerning a verified complaint filed with the Commission by Joanne Hayes-White, Chief of Department, on January 25, 2007, charging H50 Assistant Chief Aaron Stevenson with misconduct and violation of the following:

Rules and Regulations Section 3922 - Acts Detrimental to the Welfare of the Department
 Civil Service Commission Rule 311:311.7.3 - Confidentiality of Examination Questions

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code section 67.10(b).

A. Public Comment on Special Meeting Agenda Item

Members of the public may comment on all matters pertaining to Agenda Item No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code Section 54954.3(a), Administrative Code Section 67.15(b)]

There was no public comment

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on Findings of Fact in Closed Session.

Commissioner Lau moved for closed session and Commissioner Makras seconded. The motion was unanimously approved (4-0). The Commission went into closed session deliberations at 4:10 PM.

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in open or closed session, per the Commission's vote).

The Commissioners present deliberated on the proposed Findings of Fact.

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

President Conroy reported that the Commission had unanimously approved(4-0) the Findings of Fact as presented by counsel for the Department, with certain modifications . The Secretary will finalize and transmit the Findings of Fact as approved, to the parties.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a).

Commissioner Makras moved not to disclose any discussion held in closed session, and Commissioner Clarke seconded. The motion was unanimously approved (4-0).

3. ADJOURNMENT

The meeting was adjourned at 4:55 PM

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 07-58

FIRE COMMISSION SPECIAL MEETING
Tuesday – November 20, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President Paul A. Conroy
Vice President George Lau
Commissioner Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner Victor Makras

Chief of Department Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

4. APPROVAL OF THE MINUTES [Action]

Regular Meetings of October 25, 2007 and November 8, 2007, and Special Meetings of November 5, 2007 (4:30 PM), November 5, 2007 (5:30 PM) and November 8, 2007

Action to be taken: Approval of the minutes

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(November 2, 2007 through November 13, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From Angelo P. King, Chair, Bayview Hunters Point Project Area Committee, regarding

11-16-07A11 51 RCYF

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San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

the development of Parcel A on the Hunters Point Shipyard and the Committee's support for the joint Stadium and Shipyard projects. Copy: Commissioners and Chief of Department.

2. From Michael Ferrara, regarding use of H3 Firefighter/Paramedics to drive SFFD apparatus. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Greg Clinton, President, Westwood Park Association, thanking the Department for sending Engine 15 and Battalion 9 to their annual picnic where the children could view the Engine and talk to the firefighters. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Toni Pebbles, thanking all the firefighters who come whenever they are called, do whatever needs doing and don't leave until there is no more danger. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Ken Cleaveland, Director, Government & Public Affairs, BOMA, thanking Assistant Deputy Chief Chief Schultheis and Inspector Bill Mitchell for helping to create the Annual Codes Seminar for BOMA members on October 25th. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

4. Through *Letters to the Editor*, sfgate.com, from Wythe Davis, thanking San Francisco firefighters who came from 500 miles away and saved the small town of Jamul from recent southern California wildfires. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

6. **PROPOSED FY 2008-09 FIRE DEPARTMENT CAPITAL BUDGET** *[Discussion and Possible Action]* (Continued from Meeting of 11/25/07)

Presentation and possible approval of proposed FY 2008-09 Fire Department Capital Budget
Gary Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

7. **FIRE COMMISSION RULES GOVERNING TRIAL OF DISCIPLINARY CASES** *[Discussion]*

Discussion on revisions to the Fire Commission Rules Governing the Trial of Disciplinary Cases, and consolidation of the Fire Commission Standing Order regarding Discovery and other Motions at Disciplinary Hearings into the revised Commission Rules.

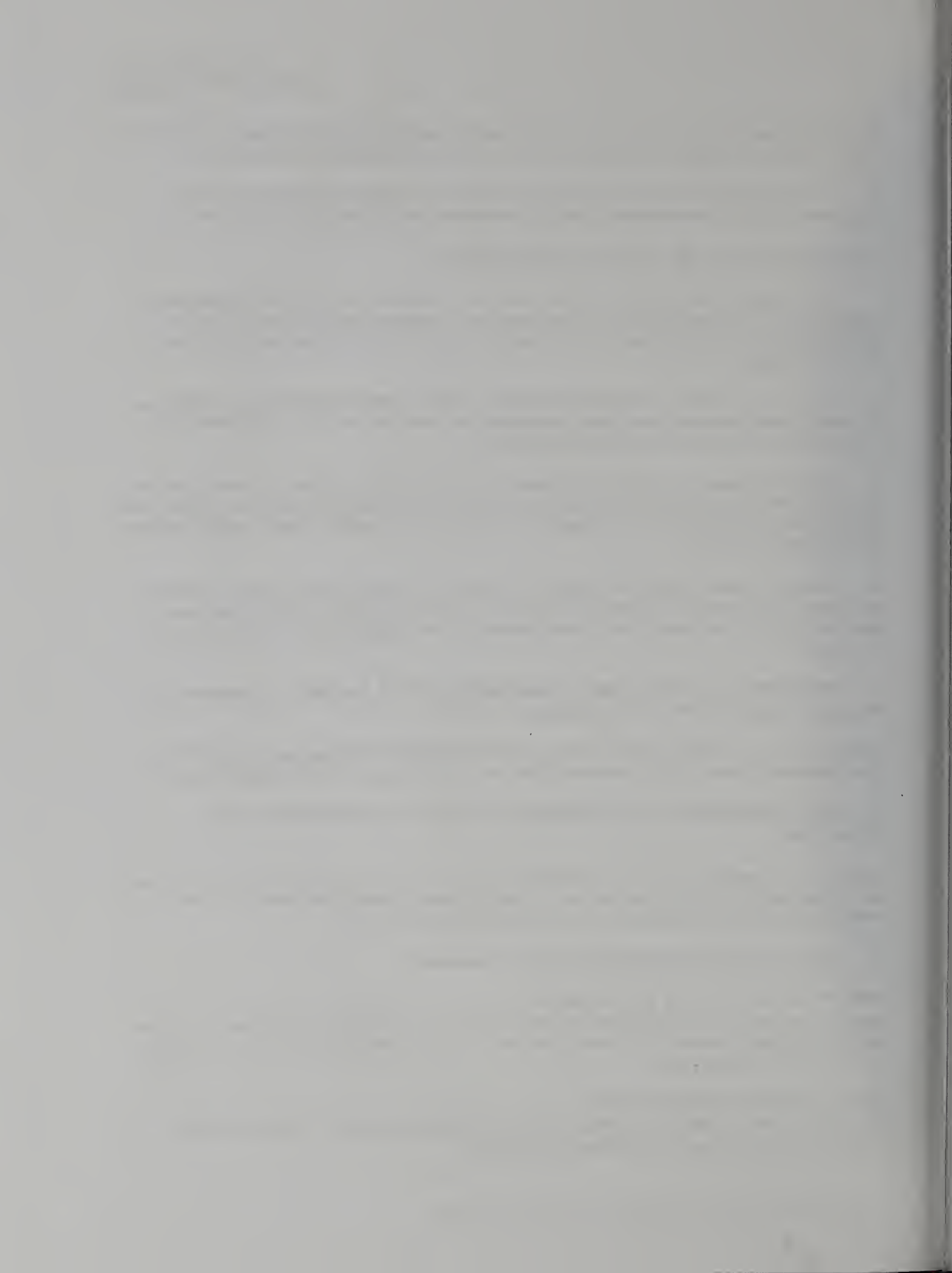
8. **CHIEF OF DEPARTMENT'S REPORT** *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report from Chief of Department Joanne Hayes-White on current issues, activities and events, including budget, Divisions within the Department, (I think this is done but confirm with COD) and the EMS Reconfiguration.

REPORT FROM ADMINISTRATION

Report from Gary P. Massetani, Deputy Chief, Administration, on the FY 2007-08 Budget, Administrative Divisions and Facilities Maintenance.



PERSONNEL REPORTS

a. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries October 20, 2007 through November 2, 2007

b. Employee Actions

Reporting the following PROVISIONAL appointment effective November 3, 2007:

H110 Marine Engineer of Fire Boats

Richard Currie (vice: Dennis Kennedy retired)

Reporting the following TEMPORARY EXEMPT appointments effective November 3, 2007:

H110 Marine Engineer of Fire Boats

Anthony M. O'Neill (vice: ASO Authorized)

H120 Pilot of Fire Boats

Joel D. Delizonna (vice: Jean Pinto appointed Permanent)

Reporting that the following employee has passed probation:

H3 Level 2 Paramedic

Brady, Nicholas A., effective October 20, 2007

Resignation

Reporting resignation of Permanent H3 Level 3 Firefighter Paramedic Scott Stein effective November 5, 2007

Terminations

Reporting separation/release of Permanent Exempt H120 Pilot of Fire Boats Joe P. McCormick, effective November 3, 2007 (release from exempt appointment)

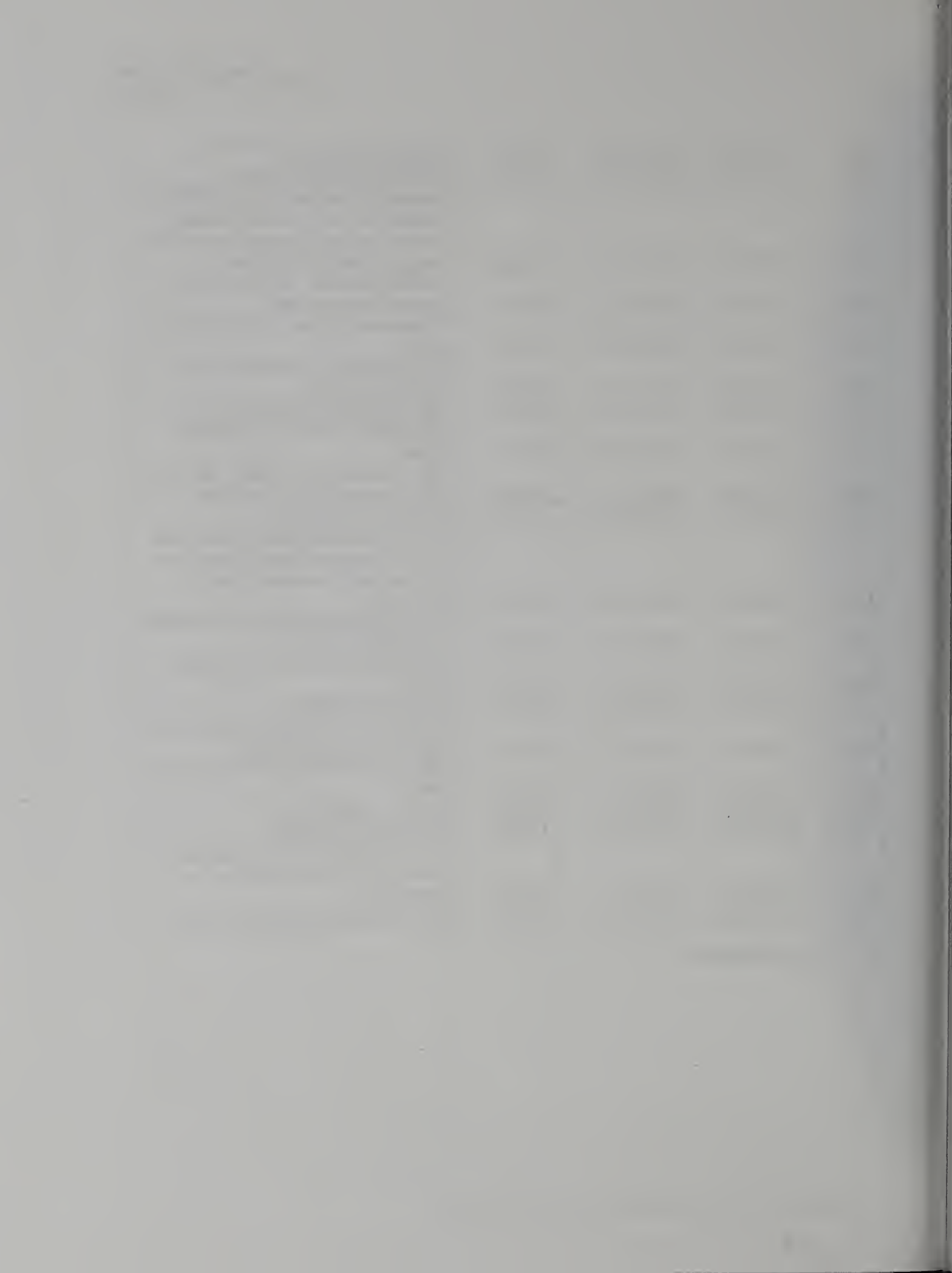
Reporting termination of Permanent H2 Firefighter Timothy L. Gutierrez, effective November 5, 2007 (dismissal)

c. Accidents

<i>Unit</i>	<i>Accident Number</i>	<i>Incident Date</i>	<i>Vehicle Number</i>	<i>Description</i>
RC4	00708026	2007-08-16	145919	RC4 and civilian vehicle.
T10	00708027	2007-08-16	145613	T10 and civilian vehicle.
E19	00708028	2007-08-18	145530	While responding to a medical emergency, E19 misjudged horizontal clearance and struck a tree with the right mirror.
M11	00708029	2007-08-17	145749	While backing up, M11 reversed too far and made contact with tree, cracking rear lens on light bar. Driver's inattention to surrounding while spotters were not available.
M11	00708030	2007-08-18	145749	While backing up M11, spotter was distracted by civilian.
E40	00708032	2007-08-25	145536	E40 and civilian vehicle.

E35	00708033	2007-08-23	145542	E35 and civilian vehicle.
FP	00708034	2007-08-28	145310	FP vehicle and civilian vehicle.
DT	00708035	2007-08-27	1459009	While backing the Special Ops Ford F250 with attached PWC trailer, the Driver misjudged angle of trailer and jack-knifed vehicle causing damage to both F250 and trailer.
T18	00708036	2007-09-03	145615	While exiting station, T18's tiller cab struck handle of door mechanism.
85	00708037	2007-09-04	145761	While responding Code 3, M85 and civilian vehicle.
B04	00708038	2007-09-03	145032	While responding Code 3, B4 and civilian vehicle in intersection.
87	00708039	2007-08-25	145763	M87 and civilian vehicle in intersection
70	00708040	2007-08-29	145757	While backing, M70 struck a wall (spotter posted).
M18	00708041	2007-09-02	145756	While traveling on path in Golden Gate Park to pick-up a patient, M18 and individual.
T10	00708042	2007-09-10	145613	T10 and civilian vehicle.
E06	00708043	2007-09-16	145598	150' 1-3/4-inch ready line fell out of E6 hose bed and struck two vehicles. Driver did not pay attention to hose dragging behind apparatus.
E42	00708044	2007-09-12	145538	While parked and unattended, E42 struck by another vehicle. (Hit and run).
M19	00708045	2007-09-14	145755	M19, while parked on scene and a civilian vehicle.
T16	00708046	2007-09-15	145614	T16 and civilian vehicle.
74	00708047	2007-09-19	145737	While traveling through an intersection Code 3, M74 and a civilian vehicle.
E36	00708048	2007-09-17	145557	While responding Code 3, E36 and a civilian vehicle.
BE	00708049	2007-09-19	145952	BE and a civilian vehicle.
77	00708050	2007-09-23	145732	M77 and a civilian vehicle.
DT	00708051	2007-08-27	145983	While backing into a narrow parking space without a spotter, DOT vehicle struck a cylinder block.
DT	00708052	2007-09-04	145976	While turning, DOT vehicle struck a wall.

9. ADJOURNMENT



Fire Commission

TEXT ONLY:



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November 20, 2007

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Tuesday - November 20, 2007 - 6:00 p.m.

698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6 PM.

Item

No.

1. ROLL CALL

President	Paul A. Conroy	present
Vice President	George Lau	present
Commissioner	Stephen A. Nakajo	present
Commissioner	Clem Clarke	present
Commissioner	Victor Makras	present

Chief of Department	Joanne Hayes-White	present
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The Commission Secretary called Roll. All five Commissioners were present, as was Chief of Department.

2. PUBLIC COMMENT

President Conroy called for public comment. One member of the public approached.

Jim Connors, representing City College of San Francisco's Fire Science Program, spoke of the school's application to the State Fire Marshal's office to become a Regional Training Center. Mr. Connors noted that on January 15th, City College will open its own Firefighter Academy. Mr. Connors wished to convey the thanks of Chancellor Day and the Board of Trustees of City College to the Fire Commission and to Chief Hayes-White and Assistant Deputy Chief Siragusa for their assistance in launching the program.

President Conroy asked what was the significance of the change to the City College curriculum. Mr. Connors replied that City College can now train firefighters to be eligible to test for any fire department in the State of California. Also, completion of the program will provide an educational Firefighter I certificate, a requirement for application to many fire departments around the State and across the nation.

3. APPROVAL OF THE MINUTES [Action]

Regular Meetings of October 25, 2007 and November 8, 2007, and Special Meetings of November 5, 2007 (4:30 PM), November 5, 2007 (5:30 PM) and November 8, 2007

Commissioner Lau moved to approve the minutes of the Special Meetings of November 5, 2007 (4:30 PM), November 5, 2007 (5:30 PM) and November 8, 2007 (4:00 PM). Commissioner Makras seconded the motion. There were no further questions or discussion. There was no public comment. The minutes of the Special Meetings of November 5, 2007 (4:30 PM), November 5, 2007 (5:30 PM) and November 8, 2007 (4 PM) were approved as presented by a vote of 5-0 (Conroy, Lau, Nakajo, Clarke, Makras).

4. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion] (November 2, 2007 through November 13, 2007)

President Conroy called for public comment on communications received by the Commission. No one approached. Commissioner Conroy closed public comment on this agenda item. There were no questions or discussion among the Commissioners.

The Commission took an item out-of-order and moved to the following item:

7. FIRE COMMISSION RULES GOVERNING TRIAL OF DISCIPLINARY CASES [Discussion]

Discussion on revisions to the Fire Commission Rules Governing the Trial of Disciplinary Cases, and consolidation of the Fire Commission Standing Order regarding Discovery and other Motions at Disciplinary Hearings into the revised Commission Rules.

President Conroy called Deputy City Attorney Marie Blits to join Deputy City Attorney Katie Porter and to discuss their work on the proposed Commission Procedural Rules. President Conroy commented on the hard work and many hours that the two Deputy City Attorneys had devoted to this project.

Ms. Porter explained that the Fire Commission has a set of rules that govern disciplinary proceedings before the Commission. The Commission adopted those rules long ago. There is a separate standing order that governs discovery and motion in those proceedings. In addition, portions of the Department's Rules and Regulations, Article 40, cover disciplinary proceedings before the Commission. The goal in drafting the proposed Procedural Rules was to create a single document that would consolidate the current rules and procedures into a comprehensive and accessible set of Procedural Rules to govern all aspects of proceedings before the Commission.

Ms. Porter explained that other Deputy City Attorneys had given input on the proposed Procedural Rules, as has Local 798. Ms. Porter stated that after the Commission meeting, she would revise the proposed Procedural Rules to reflect any comments or requested changes from the Commissioners and other stakeholders, including Local 798, and that she planned to have a final document before the Commission for discussion and possible adoption at the next regular meeting on December 13.

President Conroy expressed his appreciation to everyone who had input on the project, as did Chief Hayes-White. President Conroy would like to see the final version of the Rules posted on the Web site, so that not only will they be a set of Rules that will govern the proceedings, but they will also be an informational tool that will enable any member of the Department, or for that matter, any member of the public, to access the rules and understand how the disciplinary process works before the Commission.

Commissioner Stephen Nakajo also expressed his congratulations. Commissioner Nakajo inquired if these rules were similar to the Police Commission's rules.

Ms. Porter stated that the Police Commission has a new hearing officer procedure, using an outside hearing officer, and that it has adopted some new rules for the hearing officer process. Except for those new hearing officer procedures, the Police Commission Rules are very similar to the rules currently used by the Fire Commission. The proposed Procedural Rules include aspects of the Police Commission hearing officer procedures. Otherwise, the proposed Procedural Rules are different from the current Police Commission rules, and are designed to be a document that will provide clear comprehensive rules to assist the parties and the Commission during the disciplinary processes.

Commissioner Makras asked about obtaining attendance of witnesses and about the subpoena powers of the Commission. Ms. Porter advised that the City Charter gives the Commission authority, as an administrative body, to issue a subpoena. But the enforcement of any subpoena would need to be through a judicial proceeding. Discussion ensued on that topic.

Commission Vice President Lau acknowledged the on-going efforts of Ms. Blits and Ms. Porter on behalf of the Commission and the Department.

President Conroy called for public comment. No one approached. Commissioner Conroy closed public comment on this agenda item.

5. PROPOSED FY 2008-09 FIRE DEPARTMENT CAPITAL BUDGET [DISCUSSION AND POSSIBLE ACTION] (Continued from Meeting of 11/25/07)

Presentation and possible approval of proposed FY 2008-09 Fire Department Capital Budget

Deputy Chief of Administration Gary Massetani and Chief Financial Officer Julia Dawson presented this item. Documents and additional information requested at the October 25th meeting had been provided earlier. Deputy Chief Massetani and Ms. Dawson were prepared to answer questions. Ms. Dawson summarized earlier requests, one of those being how the City had come up with the 'cost-inflators' that departments were instructed to use. Ms. Dawson also provided a glossary of terms as a helpful way to provide additional information on renewals and capital planning, in general, and some concepts that are common in the industry, in particular. Other information and documents provided included background information on the funding levels that had been received as well as the funding levels of the City overall. A key for the FRRM system, the renewal modeling system being used by the City's Capital Planning Program, was also included. 'Building Profiles with Notes' details every subsystem that's been accounted for in each of the department's facilities. The last table that was included in the packet contains information from the Capital Planning Program and explains where they believe they're going in the 10-year capital plan.

Commission President Conroy inquired as to the time frame for Commission action on this issue. Ms. Dawson noted that the final capital budget is supposed to be submitted in early January.

Commission Vice President Lau asked if one of the figures was for Department needs or City Wide. Ms. Dawson stated that the \$102 million figure is the City-wide rollup.

Discussion ensued with Commissioners asking questions and Deputy Chief Massetani and Ms. Dawson answering.

Commissioner Makras asked about useful life cycles of equipment and facilities.

The Commission asked for additional documents. Ms. Dawson offered to get them from her office and make copies for the Commissioners. President Conroy directed to move on to the Chief's Report and that Ms. Dawson would present again after the Chief's Report.

• **CHIEF OF DEPARTMENT'S REPORT** *[Discussion]*

Chief of Department Joanne Hayes-White acknowledged the Fire Commissioners for their dedication and support of the Department. The Chief noted the Special Commission Meeting of December 3rd, to be held at City Hall. The meeting will focus on the EMS reconfiguration and will be presented by Chief Hayes-White, Assistant Deputy Chief Pete Howes and Doctors Karl Sporer and John Brown.

The Department is preparing for the H20 Lieutenant and H40 Battalion Chief examinations. A promotional ceremony will be held on November 20th at Riordan High School for the H30 Captains. The

Chief invited all of the Commissioners to the ceremony. The Chief suggested that a 'mini ceremony' be held at the Fire Commission meeting on December 13 for those unable to attend the promotional ceremony on November 20. Commission President Conroy stated that was a great idea and asked that the ceremony be included on the agenda for the December 13 meeting.

The Chief advised that work continues on the Rules and Regulations and the Manual revisions. The goal is to have the new, updated materials ready for the H20 and H40 examinations.

There are three stations experiencing boiler problems -- Station 6 on Sanchez Street, Station 38 on California Street, and Station 15 on Ocean Avenue. The repair work is delayed but ongoing and the Union has been advised on the issues and difficulties surrounding the project during a recent labor-management meeting.

The Chief spoke about the Cosco Busan oil spill and the Department's activities and actions in the wake of that incident. The experience gained in responding to that incident will benefit future endeavors. The Chief acknowledged Deputy Chief Massetani for all his efforts and work. The Chief also spoke of the volunteers who came to offer their time and services in the aftermath of the spill.

The Toy Program is up and running at Old Station 30. The Chief expressed her support and appreciation for those who volunteer their time to make the holidays special for those who have little.

The Department is participating in the City's Combined Charities Program. The first year that she was Chief, the Department as a whole contributed \$7,000. This year, the Department contributed \$46,000, and she is proud of the growth in donations from the Department.

The Chief recognized two Command Staff members, Fire Marshal Assistant Deputy Chief Barbara Schultheis and Assistant Deputy Chief Tom Siragusa. Fire Marshal Schultheis received the Public Official of the Year award, a highly coveted distinction from the Building Owners and Managers' Association. Assistant Deputy Chief Siragusa has received the Firefighter of the Year award for his efforts in the Division of Training, his innovative approaches, for being the Department's Region 2 Coordinator and for his leadership, exemplified recently in the Southern California wildfires.

The Chief wished everyone a very happy, peaceful and safe Thanksgiving holiday.

President Conroy asked if the Fireboat or the Department has any role in oil cleanup. Chief Hayes-White pointed out that the Fireboat's main role on the water is the mitigation of life safety hazards, rescue of people in the water, and supporting operations at shipboard or pier fires. Fireboat crews are not trained in handling oil spills, nor does the Fireboat carry boom equipment to clean oil out of the water.

Deputy Chief Massetani reported that City costs and fees for activities during the oil spill response are being billed directly to O'Brien Associates, the firm contracted by Cosco Busan to clean up the oil. Currently, the Department costs are estimated at \$44,000 in personnel and staff costs and \$8,000 for

equipment.

The revenue forecast for this year is below budget, reflecting the slowdown in the construction industry, which affects the Bureau of Fire Prevention in plan check and inspections. Estimates are \$500,000 to \$700,000 below budget for revenues, but these are only preliminary numbers and it's still early in the Fiscal Year.

EMS revenue income is right on target, about \$17.8 million, and estimates are that more may be brought in.

Salary line item expenditures on most divisions are on target and looking good with one exception -- the Work Order through Central Shops for vehicle repairs. There is a potential shortfall of \$500,000, if repair costs maintain along current lines. The Department will work with Central Shops to analyze the shortfall and repair costs.

A formal job offer has been made for the 2233 Supervising Physician Specialist position, and the Department is awaiting a response.

Training and Education is going well, as is the mask fit program.

The City has finalized a contract for uniforms with Banner Uniforms.

Support Services and the Bureau of Equipment are currently working on specifications for new engines, ladder trucks and Rescue Captain vehicles. The Department is looking to get these vehicles out to bid before the end of the calendar year.

The Purchaser has received bids on the Department's aerial trucks, ranging from a low of \$700,000 to a high of \$1,700,000. The Department is looking to be in contract by the end of the year for the purchase of three new aerial trucks.

Pier 22 1/2, the fireboat pilot pier, is undergoing infrastructure inspection of all the pilings to make sure that they meet standards before the Department begins repair and upgrade work.

The Bureau of Building Repair has experienced problems providing equipment for the repair of station boilers. The equipment will not be on site until the first of December, which delays all repairs. Deputy Chief Massetani conveyed his frustration over the situation since funding had been delivered in October and work is not yet started.

Fireboat Guardian was used in the mitigation of the oil spill cleanup work, serving as the Department's

medical resource on the water. The Guardian is scheduled for dry dock in January of 2008 for anywhere from 90 to 120 days.

New portable radios have been distributed to all the members in the Department. Every member on duty in the field now has access to a portable radio.

Homeland security officers continue to participate in the City's All-Hazards Response Plan drafting process. Fire Department responsibilities include shelter and placement evacuation plans along with the police, as well as CBRNE hazmat response and detection.

Management Information Services continues to work on the EPCR project. They had a few setbacks but now are moving along very well.

For the month of October, there were 25 injuries; 14 were lost-time, 11 were no lost time. There were four back strains and four shoulder strains. Deputy Chief Massetani conveyed his hope that the new physician's institution of a fitness program will mitigate some of these injuries.

45 people were on disability last year; this year there are 44.

The Investigative Services Bureau conducted 59 random drug and alcohol tests. All were negative. The project is on schedule to meet the goal of 20 percent, or 400 members, per year to be tested.

Conversation ensued with Commissioners asking and Deputy Chief Massetani answering questions.

Commissioner Makras asked to be kept abreast of the boiler repair situation.

Commission President Conroy asked for clarification on the Bureau of Building Repair that is part of the City's Department of Public Works.

President Conroy called for public comment on the Chief's Report. No one approached. President Conroy closed public comment on this agenda item.

The Commission took a 10 minute break at 7:30 PM and reconvened at 7:45 PM to hear more about the 2008 Capital Budget from Deputy Chief Massetani and Ms. Dawson.

5. PROPOSED FY 2008-09 FIRE DEPARTMENT CAPITAL BUDGET (CONTINUED)

Ms. Dawson summarized the capital budget as having several different pieces.

One is the renewal piece, where information is uploaded into the facility renewal model, which then generates dollar amounts for repair.

In the facility renewal, there is an amount of fluctuation year after year where there will be peaks and there will be valleys, and the goal is to give a steady state of funding that will smooth out those fluctuations and allow the Department to pre-schedule work or have an adequate funding source to schedule work as needed.

Enhancement is another piece of the budget. Enhancement, according to the way the city defines it, is everything that is not renewal. And that can mean a significant renovation or a new project like the new Mission Bay Fire Station. There are also enhancements that are funded and some that are unfunded.

Ms. Dawson reviewed all the fiscal documents in the packets. Deputy Chief Massetani asked for questions. Conversation ensued with Commissioners asking questions and Deputy Chief Massetani and Ms. Dawson answering.

The Commission did not vote on the Capital Budget and set it for review at its next meeting.

President Conroy called for public comment on this agenda item.. No one approached. President Conroy closed public comment on this agenda item.

President Conroy adjourned the meeting at 9:00 PM.

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

FIRE COMMISSION SPECIAL MEETING

Monday, December 3, 2007 – 6:00 PM

→ Room 263, City Hall, San Francisco, CA ←

AGENDA

Item
No

1. ROLL CALL

President Paul A. Conroy
Vice President George Lau
Commissioner Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner Victor Makras

Chief of Department Joanne M. Hayes-White

2. EMERGENCY MEDICAL SERVICE IN SAN FRANCISCO [Discussion]

Presentation by Joanne Hayes-White, Chief of Department, and staff, on the development and current status of the SFFD fire-based EMS system.

Presentation by John Brown, M.D., Director, San Francisco Emergency Medical Services Agency, on the status of Emergency Medical Services in San Francisco.

Discussion of how the public can be better prepared in the event of a personal emergency.

3. ADJOURNMENT

11-16-07 10:50 AM

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**December 3, 2007 (Special Meeting)**

No. 07-59

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Monday – December 3 2007 – 6:00 p.m.

Room 400, City Hall, San Francisco, CA

The meeting was called to order by President Conroy at 6:00 PM

1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

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Joanne Hayes-White

Chief of Department

Richard Kochevar

Deputy Chief, Operations

Gary Massetani

Deputy Chief – Administration

Assistant Deputy Chiefs – Staff

Patrick Casserly

Division of Airports

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Peter Howes	Division of Emergency Medical Services
Tom Siragusa	Division of Training
Robert Navarro	Division of Homeland Security
Barbara Schultheis	Fire Prevention & Investigation
Lorrie Kalos	Division of Support Services

EMS Officers

Karl Sporer, M.D.	SFFD Medical Director
Sebastian Wong	Section Chief, Operations

John Brown, M.D. Director, San Francisco Emergency Medical Services Agency

2. EMERGENCY MEDICAL SERVICE IN SAN FRANCISCO

President Conroy noted that, while the Fire Commission regularly receives reports concerning Emergency Medical Services (EMS), this special meeting was called to provide the Commission and the public with an overview and update on the Fire Department's provision of those services.

Chief Hayes-White spoke of the attributes of a successful EMS service and how the San Francisco Fire Department works to meet or exceed regulatory, statutory and industry standards. The Department's goal is to provide high quality service from the time that the emergency call is dispatched to the time the patient is transported to one of the nine receiving hospitals in San Francisco.

With the EMS reconfiguration, the majority of the Department's ambulance units are now "dynamically deployed," meaning that the ambulances can be strategically positioned throughout the city to optimize their response to calls for service. Also, "peak period staffing" has been implemented in order to have the most resources available during the time of the most calls for EMS services.

Assistant Deputy Chief Pete Howes, EMS Division, provided an explanation of EMS terminology, statistics, an explanation of the emergency call intake, operations (what happens on scene), and quality improvement/risk management.

The Department's available EMS resources include 42 Engine Companies, of which 24 to 30 are ALS (Advance Life Support - staffed with a paramedic [PM]) and the remainder are BLS (Basic Life Support - staffed with an Emergency Medical Technician [EMT]). There are 19 Truck Companies - all EMT staffed with an automatic external defibrillator. There are 2 Heavy Rescue Squads that are EMT staffed. There are 8 ambulances working 24-hour shifts, each with 1 PM and 1 EMT and, depending upon the time of day, 8 to 18 ambulances working 10-hour shifts. In addition, 4 Paramedic Captains are in the field to supervise and provide a quality assurance component to the system. Chief Howes explained what questions the Emergency Call Center (911 dispatcher) asks a caller seeking medical assistance, and how the public can be prepared to interact with the 911 system.

Chief Hayes-White explained the reasons for the Department's EMS reconfiguration, which began in March 2006. When the City merged the Department of Public Health paramedics into the Fire Department in 1997, those paramedics worked 24-hour shifts like other Fire Department field personnel. Those 24-hour shifts resulted in several challenges, including fatigue to paramedics, a higher percentage of critical failures, customer service issues, and workforce attrition. The Department embarked on the EMS reconfiguration in 2006, moving away from 24-hour shifts for its paramedic personnel. Chief Hayes-White reported that before the 1997 merger, there were a total of 12 to 14 ambulances to respond to ALS emergencies at any time. Now there are as many as 25 ambulances at given times, in addition to the ALS engines. Now the Department's EMS resources are capable of getting to the patient's side much sooner. This current EMS system is now looked to as a model throughout the nation.

Chief Howes spoke of the continual monitoring that the Department performs to assess and adjust the deployment of dynamic units to provide optimal response. The Department also does Community Outreach for asthma, homeless high user outreach, and high-risk elderly referrals. The Department plans to continue with these programs and to work with the Department of Public Health on EMS and Disaster Consequence Management.

Carl Sporer, M.D., SFFD EMS Medical Director, explained his role. One of his functions is to measure the quality of pre-hospital health care delivered by the Department. Quality improvement utilizes sentinel events, which are investigated to determine whether training or discipline is required. Also, 4 Rescue Captains are on duty at all times to supervise and monitor the paramedics in the field. The Department is embarking on a program of using an electronic patient care report. Peer review is utilized. The Department is looking to improve training techniques. New procedures have been used in an effort to prevent errors. The Department is migrating from a 3 lead heart monitor to a 12 lead monitor, which will provide much better information for early intervention. Dr. Sporer believes the Department's system is a very good one.

Chief Hayes-White explained the EMS billing system.

John Brown, M.D., Director of the San Francisco Emergency Medical Services Agency, spoke on the status of Emergency Medical Services in San Francisco. Dr. Brown acknowledged the hard work of the Department and stated that the status of the service is good, that it has improved and that it continues to improve. Ninety-nine per cent of all 911 calls are handled by the Fire Department, and the remainder are handled by private ambulance services. He spoke of the Local Emergency Medical Services Information System, which is funded by federal Urban Areas Security Initiatives (UASI) grant funding, and is a joint effort between the Health Department, SFFD and the Department of Emergency Management. This is a system used to develop and analyze information for the purpose of making improvement in EMS care. Dr. Brown spoke of goals for improvement of care.

Chief Hayes-White concluded the Department's presentation by recognizing the contribution of the Department's dedicated and brave members, who are the most critical part of the Department's delivery of EMS and fire services.

A discussion followed with Commissioners commenting, asking questions and the presenters responding.

A member of the public, who did not identify herself, gave public comment concerning the presentation.

3. ADJOURNMENT

The meeting was adjourned at 8:10 PM.

Note: The public is encouraged to access a video of the meeting, provided by SFGTV, including video on demand, located at: www.sfgov.org/site/sfgtv

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor



Paul A. Conroy, *President*
George Lau, *Vice President*
Stephen A. Nakajo, *Commissioner*
Clementine Clarke, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
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Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*
No. 07-60

FIRE COMMISSION REGULAR MEETING

Thursday – December 13, 2007 – 6:00 p.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Chief of Department Joanne Hayes-White

2. PROMOTIONAL CEREMONY [Discussion]

Promotional Ceremony of the San Francisco Fire Department's recently appointed H30 Captains who could not attend the official ceremony on November 28, 2007.

3. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

4. APPROVAL OF THE MINUTES [Action]

Regular Meetings of October 25, 2007, November 8, 2007, and November 20, 2007, and Special Meetings of November 20, 2007 (2:00 PM), November 20, 2007 (3:00 PM), and November 20, (4:00 PM)

Action to be taken: Approval of the minutes

5. COMMUNICATIONS RECEIVED BY COMMISSION [Discussion]
(November 14, 2007 through December 5, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

12-10-07A10:45 REV9

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San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: soff@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.

1. From SF NERT Advisory Board and Lieutenant Erica Arteseros, SFFD NERT Program Coordinator, thanking Commissioners Conroy, Lau and Nakajo for their participation in the December 13, 2007 NERT citywide drill. Copy: Commissioners and Chief of Department.
2. From Louise Diskerud, acknowledging NERT's excellent training and requesting information on updates, newsletter, and drills. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Cayce Culbertson, Captain, Los Angeles Fire Department, commending the crew of Engine 11 of SFFD's strike team for the effort, skill and discipline they displayed in fighting the Santa Clarita brush fire. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Thomas Carnahan, Ph.D., Project Manager, CHW Research, Inc., thanking the Department for sending Captain Ramona Williams to the Columbus Department of Fire and Emergency Medical Services Assessment Center and commending Captain Williams for her work. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Josephine Ma, Fund Development Director, Self-Help for the Elderly, thanking the Department for their support of the 24th Thanksgiving Luncheon at the Lady Shaw Senior Center. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
4. From Bob Pester, Senior Vice President & Regional Manager, Boston Properties, acknowledging and thanking the Department for the continuing assistance provided with the annual building lighting ceremony and fireworks display. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

6. FIRE COMMISSION PROCEDURAL RULES GOVERNING TRIAL OF DISCIPLINARY CASES *[Discussion and Possible Action]* (Continued from 11/20/07)

Discussion on revisions to the Fire Commission Procedural Rules Governing the Trial of Disciplinary Cases, and consolidation of the Fire Commission Standing Order regarding Discovery and other Motions at Disciplinary Hearings into the revised Procedural Rules; and possible action to adopt the proposed revised Procedural Rules.

The proposed Procedural Rules were posted December 3, 2007. In addition, as indicated in the posted notices, the proposed Procedural Rules have been available since December 3, 2007 for public review and for members of the public to obtain copies at the following locations:

1. Fire Commission Office, 698 2nd Street, Room 220; and
2. San Francisco Fire Department, Chief's Office, 698 2nd Street, 2nd Floor.

Action to be taken: Approval of Rules Governing Trial of Disciplinary Cases

7. PROPOSED FY 2008-09 FIRE DEPARTMENT CAPITAL BUDGET *[Discussion and Possible Action]* (Continued from Meetings of 10/25/07 and 11/20/07)

Presentation and possible approval of proposed FY 2008-09 Fire Department Capital Budget
Gary Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

Action to be taken: Approval of FY 2008-09 Capital Budget

8. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events, including budget, Divisions within the Department, and the EMS Reconfiguration.

REPORT FROM OPERATIONS

Richard E. Kochevar, Deputy Chief, Operations, Report on overall operations during the period of November 7, 2007 through December 11, 2007

PERSONNEL & ACTIVITY REPORTS

a. Division of Fire Prevention and Investigation

Submitting monthly activity report from the Division of Fire Prevention and Investigation for the month of November 2007

b. Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries November 3, 2007 through November 16, 2007

c. Employee Actions

Reporting the following PERMANENT PROBATIONARY appointment effective December 3, 2007

1244 Senior Personnel Analyst

Michael B. Cerles (vice: David B. Johnson promoted)

Reporting that the following employees have passed probation:

H3 Level 2 Paramedic

Cheng, William, effective November 18, 2007

Ainsworth, Ken D., effective December 5, 2007

Leave of Absence

Reporting leave of absence with pay for Deputy Chief of Administration Gary Massetani for three days, December 5 through December 7, 2007, in order to attend the League of California Cities 2007 Fire Chiefs Leadership Seminar in Monterey, California. The cost of the trip is included in the Department's FY 2007-08 Budget. Chief Massetani will not be replaced.

Retirements

Communication received from Retirement Board indicating the following members have retired:

Name	Rank	Years of Service	Type	Retirement Date
Connie Guzman	H2	13	Disability	February 25, 2006
Juanita Hodge	H20	16.5	Disability	May 6, 2006
Raymond J. Donnelly	H2	30	Service	November 13, 2007

Corrections

Amending the following employee to PERMANENT PROBATIONARY appointment effective November 3, 2007:

H110 Marine Engineer of Fire Boats

Richard Currie (vice: Dennis Kennedy retired)

Amending that Veronica Riddick has passed probation effective October 5, 2007

Suspensions

Reporting the following suspensions:

No./Rank of Member	Unit	Days Suspended	Dates	Violation
1 H3 FF/PM	Medic 79	2	11/14/07 11/15/07	SFFD Vehicle Operations Manual – Vehicle Operations Practices, Right of Way
1 H3 FF/PM	Medic 14	4	11/16/07 11/17/07 11/19/07 11/20/07	Sec. 3915 – Proper Behavior Sec. 3919 – Unacceptable Language Sec. 3922 – Acts Detrimental to Welfare of Department
1 6281 Fire Inspector	BFP	4	12/3/07 through 12/6/07	Sec. 3923 – Disobedience Sec. 3924 – Insubordination Sec. 3905 – Other Duties Sec. 3935 – False Reports & False Testimony
1 H2 Firefighter	Engine 3	4	11/30/07 12/1/07 12/3/07 12/4/07	Sec. 3905 – Unfamiliarity with Rules Sec. 1501 – Vehicle Operations Manual, Sec. 3.3 – Seat Belts
1 7388 Utility Plumber	AWSS	5	12/10/07 through 12/14/07	Sec. 3926 – Tardiness & Failure to Report
1 H2 Firefighter	Truck 18	6	12/11/07 12/12/07 12/14/07 12/15/07 12/17/07 12/18/07	Sec. 1502 – Valid Operator's License Sec. 3905 – Unfamiliarity with Rules Sec. 3923 - Disobedience

Termination

Reporting termination of Permanent H2 Firefighter Daniel Boreen, effective November 14, 2007 (dismissal)

Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from July 2007 through November 2008.

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	1241 Personnel Analyst	15
1	1426 Senior Clerk Typist	40
1	7388 Utility Plumber	5
13	H2 Firefighter	306
5	H3 Firefighter/Paramedic	96
6	H20 Lieutenant	476
1	H30 Captain	40
Total Number of Days with Pay		978

Submitting requests for intermittent leaves with pay for the time period from August 2007 through May 2009 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of Leave</i>
1	H2 Firefighter	Aug 1, 2008 – May 7, 2009
1	H2 Firefighter	Jan 3, 2008 – Aug 7, 2008
1	H2 Firefighter	Oct 10, 2007 – Oct 10, 2008
1	H2 Firefighter	Oct 31, 2007 – Oct 31, 2008
1	H2 Firefighter	Nov 26, 2007– Nov 26, 2008
1	H2 Firefighter	Nov 23, 2007– Nov 22, 2008
1	H2 Firefighter	Nov 9, 2007 – Jan 13, 2007
1	H2 Firefighter	Jan 26, 2008 – Jan 26, 2009
1	H3 Firefighter/Paramedic	Nov 7, 2007 – Nov 7, 2008
1	H3 Firefighter/Paramedic	Mar 27, 2008 – Jan 1, 2009
1	H3 Firefighter/Paramedic	Dec 19, 2007 – Oct 10, 2008
1	H3 Firefighter/Paramedic	Feb 27, 2008– Dec 22, 2008
1	H20 Lieutenant	Aug 15, 2007– Aug 15, 2008
1	H20 Lieutenant	Nov 20, 2007– May 20, 2008
1	H20 Lieutenant	Oct 24, 2007 – Oct 24, 2008
1	H20 Lieutenant	Nov 7, 2007 – Nov 7, 2008
1	H30 Captain	Nov 14, 2007– Nov 14, 2008
1	H33 EMS Captain	Nov 4, 2007 – Nov 4, 2008
1	H40 Battalion Chief	Dec 11, 2007– Dec 11, 2008

Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for November, 2007 through January, 2008 for the following:

<i>No. of Members</i>	<i>Rank</i>	<i>Total amount of leave (days)</i>
1	H1 Fire Rescue Paramedic	20
1	H4 Fire Inspector	32
Total number of Days w/o Pay		52

9. ADJOURNMENT

Fire Commission

TEXT ONLY:



PRINT:



TEXT SIZE:



December 13, 2007

MINUTES OF THE FIRE COMMISSION REGULAR MEETING

Thursday – December 13, 2007 – 6:00 p.m.

698 Second Street, Room 102, San Francisco, CA 94107

The meeting was called to order by President Conroy at 6:00 PM

1. On ROLL CALL, the following were present:

President	Paul A. Conroy
Vice President	George Lau
Commissioner	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Victor Makras

Joanne Hayes-White

Chief of Department

Richard Kochevar

Deputy Chief, Operations

Gary Massetani

Deputy Chief – Administration

Assistant Deputy Chiefs – Staff

Patrick Casserly

Division of Airports

Peter Howes

Division of Emergency Medical Services

Tom Siragusa

Division of Training

Robert Navarro

Division of Homeland Security

Barbara Schultheis

Fire Prevention & Investigation

Lorrie Kalos

Division of Support Services

EMS Officers

DOCUMENTS DEPT.

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Karl Sporer, M.D.

SFFD Medical Director

Sebastian Wong

Section Chief, Operations

2. PROMOTIONAL CEREMONY

Promotional Ceremony of the San Francisco Fire Department's recently appointed H30 Captains who could not attend the official ceremony on November 28, 2007.

The oath was administered to the following Captains and Chief Hayes-White pinned their new Captain's badges: Captain Mark Johnson, Captain Brian Brady, Captain John Cremen and Captain Jose Velo. The Chief spoke of each Captain's experience in the Department and congratulated them.

President Conroy thanked the Chief for all that she has done to move the promotional process forward. He believed that these promotions mark a great day for the newly promoted Captains and for the Department. Commissioner Conroy congratulated the Captains, noting that they had worked hard and had done well on the test. He believes that the Captain position is very important, a position that is responsible for providing training, discipline and mentoring in the firehouse. He thanked them for accepting that responsibility.

There was no public comment.

3. PUBLIC COMMENT

Brendan O'Leary, director of Local 798, thanked the Chief for the promotional ceremony.

He wished to bring the Commission's attention to developments that have recently occurred in regards to the Division of Fire Prevention. He expressed strong concern over a recommendation by a study commissioned by the Director of Building Inspection that fire prevention duties and 25 personnel be transferred from the Fire Department to the Department of Building Inspection. He stated that the Fire Department personnel do an excellent job and believes that the transfer would violate provisions of the California Health and Safety Code and the City Charter.

John Hanley, President of Local 798, also thanked the Chief for the promotional ceremony and expressed his concern about the proposed shift of fire prevention duties to another agency. He questioned the wisdom of changing a system that currently works very well. He believed that Fire Department personnel bring attributes to the process that civilians could not, such as being able to respond within a matter of minutes, and having the background and experience to recognize conditions that would pose a hazard to fire suppression personnel. Mr. Hanley believes that the Chief and the Fire Marshall have the authority to stop this proposed change.

Daniel Boreen, former firefighter, believed that the administration was in violation of the Sunshine Ordinance and that the Sunshine Ordinance Task Force had found that the Department was in violation of the Ordinance for failing to adequately respond to public records requests.

4. APPROVAL OF THE MINUTES

Draft minutes were not available for approval.

There was no public comment.

5. COMMUNICATIONS RECEIVED BY COMMISSION

(October 5, 2007 through October 18, 2007)

COMMUNICATIONS ADDRESSED DIRECTLY TO THE COMMISSION

1. From SF NERT Advisory Board and Lieutenant Erica Arteseros, SFFD NERT Program Coordinator, thanking Commissioners Conroy, Lau and Nakajo for their participation in the December 13, 2007 NERT citywide drill. Copy: Commissioners and Chief of Department.
2. From Louise Diskerud, acknowledging NERT's excellent training and requesting information on updates, newsletter, and drills. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

COMMENDATIONS AND LETTERS OF RECOGNITION

1. From Cayce Culbertson, Captain, Los Angeles Fire Department, commending the crew of Engine 11 of SFFD's strike team for the effort, skill and discipline they displayed in fighting the Santa Clarita brush fire. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
2. From Thomas Carnahan, Ph.D., Project Manager, CHW Research, Inc., thanking the Department for sending Captain Ramona Williams to the Columbus Department of Fire and Emergency Medical Services Assessment Center and commending Captain Williams for her work. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
3. From Josephine Ma, Fund Development Director, Self-Help for the Elderly, thanking the Department for their support of the 24th Thanksgiving Luncheon at the Lady Shaw Senior Center. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.
4. From Bob Pester, Senior Vice President & Regional Manager, Boston Properties, acknowledging and thanking the Department for the continuing assistance provided with the annual building lighting ceremony and fireworks display. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

There was no public comment.

6. FIRE COMMISSION PROCEDURAL RULES GOVERNING TRIAL OF DISCIPLINARY CASES

Commissioner Conroy introduced this item, stating that further revisions had been made to the proposed rules since the matter was discussed at the last meeting. He asked Deputy City Attorney Molly Stump to explain the further revisions. Ms. Stump stated that the updating of the rules has been a major project, with the City Attorney's Office working with the Commission to eliminate inconsistencies between various versions of rules that have been operating in the Department, to effect best practices in the Commission's current practice and to create a streamlined and efficient process that's fair to the members.

Deputy City Attorney Katie Porter has taken the primary role in drafting the rules, which have been carefully reviewed by Deputy City Attorney Marie Blits, who's provided a number of recommendations that have been adopted and incorporated into the rules. Ms. Porter has also met several times with the union which has made recommendations that have improved the rules and been incorporated into the version of the rules now before the Commission. The union is in support of the revised rules.

The Department has made it clear, and the Union has also acknowledged, that to the extent that the Department's Rules and Regulations are inconsistent with this new draft, this draft would prevail over the Department Rules and Regulations, which are in the process of also being updated to make them consistent with these new procedures.

Discussion followed among the Commissioners.

Public Comment – Daniel Boreen discussed the proposed rules, stating his belief that they do not comply with state and local law.

Commissioner Nakajo moved that the rules be adopted and that they apply to the pending disciplinary matters. Commissioner Makras seconded. The motion unanimously passed, 5 voting in favor and no votes against the motion. Commissioner Conroy thanked Deputy City Attorneys Katie Porter, Marie Blits and Molly Stump for their work on the rules. The rules will be posted on the Commission website, available as information and a resource to the public and members of the Department.

7. PROPOSED FY 2008-09 FIRE DEPARTMENT CAPITAL BUDGET

Deputy Chief Gary Massetani and Chief Financial Officer Julia Dawson presented to the Commission. Ms. Dawson discussed existing projects, which have already been agreed to be part of the capital plan. These are pre-funded although the level isn't necessarily determined. In some instances the level has been pre-programmed by the Capital Planning Group.

An example is Station 35, which shows funding this year of a little more than \$1.1 million, and proposed funding of \$2.9 million. This number is a carry-forward of the original cost estimate, inflated by the 7 percent inflators that the Capital Planning Program uses. A portion of the phase one of this project was funded with leftover bond monies that needed to be spent. Therefore the Department did not need to ask for the roughly \$3 million that the Department was going to spend this year. A portion of this came from bonds. To finish the project in the following year the Department needs more funds, and the General Fund will have to pick up that remainder.

Another project relates to the AWSS bond. The Department received small amounts of funding to perform a study to understand what new technologies might be put in place, what the potential cost impacts are, what the seismic risks are, and sampling to determine the condition of the pipes. The \$1 million proposed for the following year would fund additional soft costs that would lead up to very precise estimates so the Department could ask for a vote on the bond.

The new Mission Bay fire station has planning monies funded by the Department of Public Works. As the Department gets to the point of building, the appropriation will be for the Department for the coming year in the amount of \$14.5 million.

AWSS maintenance is funded this year at \$1.995 million, a 10 percent increase over the previous year's funding. The Department has not had problems, to date, being able to repair all the main breaks and perform needed maintenance.

Renewal this year was funded at \$1 million. The Department is proposing \$7.1 million. Those numbers come from the renewal modeling system, which has been updated with the most current information the Department has on the condition of its facilities. Listed for fiscal year 2009 are those items that the Department knows are urgent needs that must be dealt with as soon as possible. The Department last year received \$1 million, with which the Department has been able to do some improvements. However, there is still a very large backlog of critical repair needs. This is the reason for the \$6 million increase in requested funding.

The Department received a one-time grant from the capital improvement program to fund the purchase of software and consulting

services to try to get the facilities maintenance program off the ground. The Department has already taken a look at software.

Underground storage tanks maintenance will be funded through the annual budget and not as a capital project.

Enhancements are large-scale projects. The Department proposes to add three new projects: (1) the seismic retrofitting of 1415 Evans Street, (2) the ambulance deployment center which is currently being done at 1415 Evans, and (3) seed money to look at potential redevelopment of the space above Station 13.

A discussion ensued during which Commissioners commented and asked questions. Commissioners' comments included the observation that the Capital Budget should reflect the true situation with respect to the condition of the Department facilities and the funding needed to bring them into good condition and maintain them in good condition. In response to questioning, Chief Massetani estimated that the true backlog is \$100 million. In support of this estimate, he stated that a building is considered to have a useful life of 50 years and all of the buildings are over 50 years old.

In response to Commissioner Makras' request, Ms. Dawson agreed that the Department would provide a list, fire station by fire station, of the backlog of deferred maintenance, a list of large, critical projects that the Department has, and a recommendation to the Commission. Commissioner Makras expressed his strong concern over the health and safety issues posed by the condition of the fire houses, given that the members are in the stations on a 24-hour basis. He also believed it is important to develop an accurate assessment of the facilities needs, in the event a bond measure is proposed.

Commissioner Conroy asked that the Department provide the Commission with a comprehensive semi-annual inventory and estimate of conditions and deficiencies of all Department facilities. Chief Massetani replied that an update can be provided in January but a comprehensive survey will take longer.

There was no public comment.

Commissioner Makras moved to approve the proposed capital budget as submitted, deleting the zeros in the backlog, inserting an asterisk and noting on the asterisk that the Fire Department in the next six months will prepare a backlog list and list of critical projects of deferred maintenance. Commissioner Lau seconded the motion. The motion was passed unanimously, 5-0.

8. CHIEF OF DEPARTMENT'S REPORT

Chief Hayes-White reported that on November 28, 207 the Department acknowledged a generous donation from the Fireman's Fund Heritage Program, specifically Wells Fargo Insurance Services. This was a \$37,000 gift which the Department used to purchase a simulator that's used for our EMS training. This consists of an advanced ambulance simulator and mannequin used to practice pre-hospital emergency techniques.

The Mayor has talked about an approximately \$229 million deficit in the '08-'09 fiscal year, followed by a \$118 million deficit in '09-'10. He has asked all departments for approximately 13 percent in reductions for '08-'09. The breakdown of this reduction is 8 percent, which would include a 3 percent one-time reduction, and 5 percent ongoing reductions for a total of 8 percent. This represents about \$4 million for the Department. Additionally, the Mayor has asked each department to come up with approximately

5 percent contingency. That would be slightly less than \$3 million. This is a very grim situation for the Department, which has, as 90 percent of its budget, the cost of operations and salaries of Department employees. The Department's general fund budget is at a point where it can be cut very little.

The Chief believed that the promotional ceremony for the Captains, held November 28 was a real highlight of the year.

The Department has been working with SPUR regarding proposed enhancements of the NERT program.

The Chief participated in a Board of Supervisors hearing regarding the Bay oil spill, with regard to the deployment of the Department's resources and the Department will continue to work with the Department of Emergency Management to plan for such incidents in the future. The Chief has requested a meeting with Admiral Bone of the Coast Guard to review protocols on the bay. The Fire Department provides service for life-safety and fire related issues on the bay.

On December 6, the Chief, Fire Marshal Barbara Schultheis and Captain Bill Mitchell from the plan check division of the Bureau of Fire Prevention met with Mayor Newsom as well as the Director of the Building Inspection Department, Mr. Isam Hasenin. A written proposal was shown to the Fire Department members during that meeting, to which the Chief expressed her concerns during that meeting. The Department of Building Inspection has proposed to consolidate all City review, permitting and inspection functions associated with building construction permit processes into the Department of Building Inspection. This proposal would have a direct, and in the Chief's opinion, adverse impact on the Department.

The proposal is to transfer the new construction and remodel plan review and inspection functions of the Fire Department currently under the Fire Marshal's office into the Department of Building Inspection. Functions considered for consolidation would include fire alarm and sprinkler plan review and inspection. There is a host of reasons, expressed to the Mayor, why this particular proposal as it relates to the Fire Department is problematic. There is specific language in California's Health and Safety Code that the authority for these types of inspections rests with the fire department and the fire chief or the fire marshal.

The Bureau of Fire Prevention provides quality work and is very efficient. There is no backlog. It is also important that there be appropriate checks and balances. The Department enjoys a very good working relationship with the Department of Building Inspection. The Mayor has not made a final decision on the proposal, and the Chief will continue to press her point that she has concerns about the proposal.

Regarding the updating of the rules and regulations and the manuals, approximately 95 percent of the rules and regulations have been completed as are about 90 percent of the manuals. Both are in their final formatting and editing stages. This project should be finished very close to the first of the year or soon thereafter.

Preparation of the Battalion Chief and Lieutenant examinations is rolling along. The Division of Human Resources is working closely with the project manager. Battalion Chief Vince Nolan is the subject matter expert for both the H40 Battalion Chief and the H20 Lieutenant examination, providing input related to the fire scene and first aid simulations and working closely with the division of Human Resources. Chief Nolan has been reassigned to complete that project.

Chief Massetani and Chief Hayes-White attended a Sunshine Task Force hearing in regards to concerns about redactions to their calendars. The Chiefs clarified what the redactions were, and assured the Task Force that they were in full compliance with the requirements related to the Sunshine Act.

The Chief wished everyone a healthy and happy holiday and all the best as all work together in partnership in 2008.

Discussion followed among the Commissioners:

Vice President Lau expressed his concern over the Fire Prevention proposal and suggested that the Commission write a letter to the Mayor expressing its concerns about the matter.

President Conroy stated his belief that there is a special, well-placed, trust that the people of San Francisco have in the Fire Department. It makes sense that the Department and the people who are charged with fire suppression are also charged with fire prevention. It's been documented and well demonstrated not only here in San Francisco, but across the country, that fire prevention has done a great deal to reduce the number of fires and the injuries and fatalities that flow from those fires. He agreed with the point made during public comment that the members of the Department have an interest in looking out for one another, understanding and expecting that when there is a fire, members of the Department are going to be subject to risk, not only from the fire itself but from the materials that are in the building that are undergoing combustion.

Additionally, the Department has been running a very efficient fire prevention office, with excellent service provided to the people of San Francisco. He has very strong concerns about this and expressed his hope that the Commission would be participating in a further dialogue with respect to this. In view of this, he thinks that it makes perfect sense to maintain things the way they are. President Conroy stated that he would write a letter to the Mayor about these concerns and thanked Vice President Lau for the suggestion.

Deputy Chief of Operations Richard Kochevar reported on recent fires, the deployment of a strike team to the Malibu fires, the Department's support of the oil spill response and clean up effort, a new protocol for dispatch in response to medical calls, Battalion module and other training, progress on manufacture of the new mass-casualty vehicle, and other operational matters.

Commissioner Nakajo inquired about the fire on St. Elmo Street and a discussion followed concerning the Department's response.

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1 H2 Firefighter	Engine 3	4	11/30/07 12/1/07 12/3/07 12/4/07	Sec. 3905 – Unfamiliarity with Rules Sec. 1501 – Vehicle Operations Manual, Sec. 3.3 – Seat Belts
1 7388 Utility Plumber	AWSS	5	12/10/07 through	Sec. 3926 – Tardiness & Failure to Report

			12/14/07	
1 H2 Firefighter	Truck	6	12/11/07	Sec. 1502 – Valid Operator’s License
	18		12/12/07	Sec. 3905 – Unfamiliarity with Rules
			12/14/07	Sec. 3923 - Disobedience
			12/15/07	
			12/17/07	
			12/18/07	

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1	H2 Firefighter	Nov 26, 2007– Nov 26, 2008
1	H2 Firefighter	Nov 23, 2007– Nov 22, 2008
1	H2 Firefighter	Nov 9, 2007 – Jan 13, 2007
1	H2 Firefighter	Jan 26, 2008 – Jan 26, 2009
1	H3 Firefighter/Paramedic	Nov 7, 2007 – Nov 7, 2008
1	H3 Firefighter/Paramedic	Mar 27, 2008 – Jan 1, 2009

1	H13 Firefighter/Paramedic	Dec 19, 2007 – Oct 10, 2008
1	H13 Firefighter/Paramedic	Feb 27, 2008– Dec 22, 2008
1	H20 Lieutenant	Aug 15, 2007– Aug 15, 2008
1	H20 Lieutenant	Nov 20, 2007– May 20, 2008
1	H20 Lieutenant	Oct 24, 2007 – Oct 24, 2008
1	H20 Lieutenant	Nov 7, 2007 – Nov 7, 2008
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1	H1 Fire Rescue Paramedic	20
1	H4 Fire Inspector	32
	Total number of Days w/o Pay	52

Public Comment on the Chief's Report:

Brendan O'Leary, director of Local 798, expressed appreciation for the Commissioners' comments regarding the proposal to transfer fire prevention responsibility to the Building Inspection Department. He believes that the Building Inspection Department is proposing a solution where there is no problem. It's not a problem where there is 90 percent clearance on same-day applications.

Larry Bradshaw, Local 1021, said he was very happy to see General Order 70, the Sanctuary City general order which informed department members that they are to respond to, treat, and transport patients regardless of their immigration status. He believes the policy should be posted on the ambulances. He believes that additional measures should be taken to assure immigrants that their use of health services will not result in reporting of their immigrant status. He discussed Bureau of Labor statistics showing that paramedics are in demand, noting the earlier discussions by the Commissioners regarding how long a window for filing job applications should remain open.

Commissioner Conroy addressed the Chief, stating that he has reflected on what the Department has achieved under her tenure and that there have been great accomplishments. He believes that very significant strides have been made by the Department under the Chief's leadership. He requested that at the next meeting the Chief report to the Commission on the Department's

accomplishments over the past four years.

- **ADJOURNMENT**

President Conroy adjourned the meeting at 8:40 p.m., wishing all happy holidays.

